

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
May 27, 2025 7:30 p.m.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

0:03 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:33 **ROLL CALL**

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

MODIFICATIONS/APPROVAL OF AGENDA

1:26 **Motion** to approve the agenda as presented by Soha, second Gingell, motion carried.

PUBLIC COMMENT

2:05 Heather Gaddy introduced herself as a candidate to fill Council Position 5 until December 31, 2025.

2:45 Corey Pearson introduced herself as a candidate to fill Council Position 5 until December 31, 2025.

5:37 Armistead Coleman introduced himself as a candidate to fill Council Position 5 until December 31, 2025.

6:13 Pamela Hunter introduced herself as a candidate to fill Council Position 5 until December 31, 2025.

7:31 Lissy Andros, Director Forks Chamber of Commerce, reported the Visitors Center received a record number of visitors in May.

ACTION ITEMS

1. Minutes of Regular Meeting held April 14, 2025

8:22 **Motion** to approve minutes of the Regular Meeting held April 14, 2025 by Wood, second Soha, motion carried.

2. Minutes of Regular Meeting held April 28, 2025

8:54 **Motion** to approve minutes of the Regular Meeting held April 28, 2025 by Wood, second Soha, motion carried.

9:32 **3. Motion** to approve manual check 44375 in the amount of \$326.70, payroll checks 44376 through 44390 in the amount of \$82,388.54 and, claim checks 44449

10:38 through 44477 and EFTs as included in the total amount of \$144,369.41 by Soha, second Gingell, motion carried.

10:19 **4. Six Year Street Plan 2026–2031**

Council reviewed the proposed Six Year Street Plan 2026–2031.

A. Public Hearing

10:55 Mayor Fletcher opened the public hearing at 7:41.

11:18 Lissy Andros said she would like to see a four-way stop at the intersection of Merchant Road and Calawah Way, and asked if there was a way to make the ride over Calawah Way manholes smoother.

12:25 Sarah Huling asked that Big Pine Way to Sawyer Way be asphalted.

13:40 Mayor Fletcher closed the public hearing at 7:43.

B. Resolution No. 525

14:00 **Motion** to authorize Resolution No. 525 Six Year Street Plan by Soha, second Wood, motion carried.

5. Fire Alarm System Bid

14:28 Attorney/Planner Fleck said the single bid received for a new fire alarm system did not respond to our request, but rather offered suggestions for other possibilities. It was decided to reissue the original bid request after consulting with third parties on the possibilities presented.

18:38 **A. Bid Rejection**

15:08 **Motion** to reject the bid that was received by Soha, second Gingell, motion carried.

B. Rebid Authorization

15:30 **Motion** to reissue the request for bids on a new fire alarm system by Soha, second Gingell, motion carried.

15:55 **6. 1st Quarter 2025 Treasurer's Report**

Council reviewed the 1st Quarter 2025 Treasurer's Report.

16:59 **Motion** to approve the 1st Quarter 2025 Treasurer's Report by Soha, second Wood, motion carried.

17:21 **7. Council Position Appointment**

17:32 **Motion** to appoint Armistead Coleman to fill the vacant Position 5 until December 31, 2025, by Soha, second Wood, motion carried 3–1 with Gingell abstaining.

DISCUSSION ITEMS

20:02 **1. Industrial Park**

Attorney/Planner Fleck said the City is working on acquiring a new tenant, but is running into issues regarding some of the needs of the prospective tenant. He explained the issues and funding possibilities for the required improvements.

2. Council Member Reports

28:20 **Council Member Patel** said he is still learning about his new position, and that his businesses were very busy over the weekend.

28:58 **Council Member Wood** expressed his disappointment in our state government for approving the largest tax increase in history, taking away parental rights, and infringing upon our Second Amendment rights. He also said he attended the meeting of the Clallam Transit Board, which is searching for new leadership.

29:24 **Council Member Soha** agreed with Wood. He also reported having participated in the Homelessness Task Force Meeting via Zoom. He said he will try to make the next meeting in person.

3. Staff Reports

31:42 **Public Works Director Hampton** said his crew is getting ready for the 4th of July, and that he held the bid opening on May 29 for the upcoming chip-seal project.

32:47 **Attorney/Planner Fleck** said he has more meetings this week, including one with the Economic Development Council, but they will probably be via Zoom.

4. Mayor's Report

32:58 Mayor Fletcher thanked Hampton and his crew for working so hard to make his vision for the downtown area a reality, and credited Eli Afterbuffalo for the native carvings on the new flower boxes. He agreed we are all dealing with some bad decisions in Olympia, especially parents' rights.

5. ADJOURNMENT

35:06 **Motion** to adjourn by Soha, second Gingell, [*] motion carried. Meeting adjourned at 8:06 p.m.

35:09 *Corey Pearson said she didn't think those present were aware they could only speak during the public comment period.

Tim Fletcher, Mayor

Caryn DePew, Clerk/Treasurer

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
June 9, 2025 7:30 p.m.

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

0:02 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

0:32 **ROLL CALL**

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

MODIFICATIONS/APPROVAL OF AGENDA

0:47 Mayor Fletcher pointed out there will be an executive session at the end of the meeting.

1:09 **Motion** to approve the agenda as [presented] by Gingell, second Soha, motion carried.

PUBLIC COMMENT

1:50 Mark Soderlind said Ben Majors, Environmental Planner at Washington State Department of Health Office of Drinking Water, will be present at the next Council Meeting to discuss his perspective on drinking water.

3:24 Corey Pearson spoke against the 5G tower planned for Campbell's Pit.

7:10 Sarah Johnson spoke against the 5G tower planned for Campbell's Pit.

8:12 Janice Barrera spoke against the 5G tower planned for Campbell's Pit.

9:07 Christine Wasankari spoke about EMFs and against the 5G tower planned for Campbell's Pit.

10:09 Heather Gaddy spoke against the 5G tower planned for Campbell's Pit, and asked that the matter be better publicized.

10:55 De Ann Horton asked why the 5G tower planned for Campbell's Pit wasn't located at the Industrial Park or some other non-residential City property, and said town looks neglected with unmowed lawns and weeds.

14:59 Lissy Andros spoke on the latest visitor statistics and commented on the bad behavior shown by locals to tourists.

16:04 Dave Ferguson spoke (via Zoom) against the 5G tower planned for Campbell's Pit, and presented his perspective on his own property rights.

ACTION ITEMS

19:42 **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 5 appointee, Armistead Coleman.

21:17 **2. Motion** to approve minutes of the Regular Meeting held May 12, 2025 by Gingell, second Soha, motion carried.

21:51 **3. Motion** to approve manual check 44478 in the amount of \$11,345.27, payroll checks 44479 through 44497 in the amount of \$144,690.38, claim checks 44498 through 44532 and EFTs as included in the total amount of \$132,898.49, and travel checks 3751 through 3753 in the amount of \$988.42 by Gingell, second Soha, motion carried.

4. 2025 Red Town Initiative Bid Award

23:03 Devin Jackson of Jackson Civil explained the request for bids for the chip-seal project, which will utilize a grant from the Transportation Improvement Board, associated with the 2025 Red Town Initiative.

26:00 Attorney/Planner Fleck confirmed a public town hall will be held on June 30 to inform the community of the upcoming project. The event will be announced in the Forks Forum.

26:47 **Motion** to award the project to Sierra Santa Fe Corp., the lowest responsible bidder, and authorize the Mayor and staff to enter into the necessary agreements, by Gingell, second Soha, motion carried.

27:23 **5. April 2025 Treasurer's Report**

Council reviewed the April 2025 Treasurer's Report.

28:04 **Motion** to approve the April 2025 Treasurer's Report by Soha, second Gingell, motion carried.

6. Quillayute Airport On-Call Engineer Authorization

28:27 Attorney/Planner Fleck reviewed the City's selection and recommendation of Century West Engineering Corporation to fill the role of on-call engineer for the Quillayute Airport.

29:12 **Motion** to authorize the Mayor and staff to enter into a contract that satisfies the FAA's requirements with Century West to be the City's on-call engineer for the next five years by Gingell, second Soha, motion carried.

29:53 Attorney/Planner Fleck followed up with a request to discuss and take action on a \$315,000 grant available from the FAA at the next meeting. Gingell responded favorably.

7. Forks Industrial Park EDC Grant Agreement Authorization

33:18 Attorney/Planner Fleck explained the \$400,000 RECOMPETE grant, managed by the Clallam County Economic Development Council, for engineering services at the Forks Industrial Park and the payment agreement with Clallam County for the required 20% match.

35:02 **Motion** to authorize the Mayor and staff to enter into the Clallam County Opportunity Fund Program Grant Award Agreement with Clallam County by Gingell, second Soha, motion carried.

DISCUSSION ITEMS

1. Park Board Minutes

35:20 Gingell asked whether there were any developments with regard to the Allen Trust. Mayor Fletcher said a five-year plan has been created for projects to be paid for by funds received from the Allen Trust.

2. Council Member Reports

36:30 **Council Member Soha** asked about the green paint on the sidewalk at the stop light. Public Works Director Hampton said it would be gone soon. Soha also reported having attended the Homelessness Task Force Meeting.

37:17 **Council Member Gingell** said he's happy to see members of the community at Council meetings.

3. Staff Reports

38:42 **Public Works Director Hampton** thanked the Lions Club for putting a new roof over the Scorpion and taking moss off the Ben Dome at Tillicum Park. He also reported on all the water, street, and wastewater treatment plan projects his crew has been working on, as well as the lack of trustees to perform the regular mowing and weeding. [46:54] He then explained the green sidewalks as having been the work of a WSDOT employee, and that he would try to have them repainted by the 4th of July.

41:31 **Police Chief Rowley** said he's happy to see so many attending the Council meetings, and encouraged them to keep coming so they will have all the information when the next big conversation comes up. He then talked about the low jail population in Forks and throughout the State. He also said he is working on the junk vehicles, but the cost to his department is quite high and expanded on the legal and human aspects of removing someone's only vehicle and sometimes even their home. He emphasized the fact that he wants his department to work with the community rather than being purely punitive.

47:40 **Attorney/Planner Fleck** said the City used to record approximately 4,400–5,400 hours of community service by jail inmates, and that the number is now in the hundreds. He then reported having attended a very Port Angeles-oriented RECOMPETE meeting with Clallam and Jefferson Counties, spent a lot of time working with the FAA and on issues associated with the Industrial Park, and a Housing Solutions Committee meeting last Friday where participants are starting to realize the impact of the State’s new building and energy code regulations.

52:07 **4. Mayor’s Report**

Mayor Fletcher responded to Dave Ferguson’s letter to the Council dated May 22, 2025 and regarding a conflict of interest in dealings with Vertical Bridge REIT, LLC. The Mayor said he asked Chairman Beck to reopen the Planning Commission’s hearing on the Special Use Permit for the Vertical Bridge wireless communication tower, and that the City has contracted outside legal council to provide legal support and advice to the Planning Commission. He then reported having attended the West End Business and Professional Association’s meeting where a representative from Outdoor Canvas presented plans for a camping/glamping facility on the Sol Duc River. The Mayor said he asked them to source their purchases from the Forks side of Fairholme. Finally, he thanked the Lions Club for their work at Tillicum Park.

5. Executive Session

54:06 At 8:24 p.m., Council recessed for five minutes before entering into Executive Session for 20 minutes to consider current or potential litigation and the minimum price for a lease of City property at 8:29 p.m. to end at 8:49 p.m.

Part II

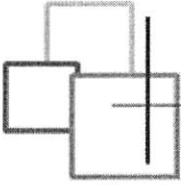
0:01 Mayor Fletcher reconvened the Regular Meeting at 8:49 p.m. No action was taken.

6. ADJOURNMENT

0:07 **Motion** to adjourn by Soha, second Gingell, motion carried. Meeting adjourned at 8:50 p.m.

Tim Fletcher, Mayor

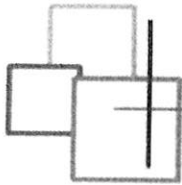
Caryn DePew, Clerk/Treasurer



Voucher Directory

Fiscal: : 2025 - June
Council Date: : 2025 - June - Manuals First Council

Vendor	Number	Reference	Account Number	Description	Amount
Olympic Peninsula Title Co	44533			2025 - June - Manuals First Council	
		135036-TO-1			
			Title Report		
			001-000-000-515-31-41-00	Professional Services	\$326.70
		Total 135036-TO-1			\$326.70
	Total 44533				\$326.70
Total Olympic Peninsula Title Co					\$326.70
Grand Total		Vendor Count	1		\$326.70



Fund Transaction Summary

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

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

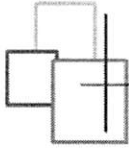
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

Signed: _____
Title: Accounting Technician

Date: _____

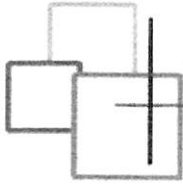
Audited and ordered paid by Forks City Council:

Auditing Committee



Register

<u>Number</u>	<u>Name</u>	<u>Fiscal Description</u>	<u>Amount</u>
<u>44534</u>	AFLAC Remittance Processing	2025 - June - Second Council Date	\$21.00
<u>44535</u>	AWC Employee Benefit Trust	2025 - June - Second Council Date	\$367.50
<u>44536</u>	AWC Life Ins - Supplemental	2025 - June - Second Council Date	\$36.20
<u>44537</u>	Department of Employment Security	2025 - June - Second Council Date	\$137.79
<u>44538</u>	Dept of Labor & Industry	2025 - June - Second Council Date	\$1,980.20
<u>44539</u>	Dept of Retirement - Def Comp	2025 - June - Second Council Date	\$532.58
<u>44540</u>	Dept of Retirement - Def Comp - Roth	2025 - June - Second Council Date	\$51.41
<u>44541</u>	Dept of Retirement Systems-LEOFF	2025 - June - Second Council Date	\$2,083.46
<u>44542</u>	Dept of Retirement Systems-PERS 2	2025 - June - Second Council Date	\$5,399.22
<u>44543</u>	Dept of Retirement Systems-PERS 3	2025 - June - Second Council Date	\$721.46
<u>44544</u>	Dept of Retirement Systems-PSERS	2025 - June - Second Council Date	\$2,218.24
<u>44545</u>	EFTPS	2025 - June - Second Council Date	\$15,774.41
<u>44546</u>	Employment Security Dept - PFML	2025 - June - Second Council Date	\$453.21
<u>44547</u>	Teamsters Local 589	2025 - June - Second Council Date	\$267.50
<u>44548</u>	United Way	2025 - June - Second Council Date	\$37.00
<u>44549</u>	WA Cares	2025 - June - Second Council Date	\$282.67
<u>Direct Deposit Run - 6/20/2025</u>	Payroll Vendor	2025 - June - Second Council Date	\$51,169.43
			\$81,533.28



Fund Transaction Summary

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

Fund Number	Description	Amount
001	General Fund	\$45,349.54
101	Street	\$5,687.85
140	Lodging Tax Fund	\$300.96
150	Transit Center Fund	\$36.41
400	Water	\$18,466.02
402	Sewer	\$7,489.83
410	Airport/Industrial Park	\$4,202.67
	Count: 7	\$81,533.28

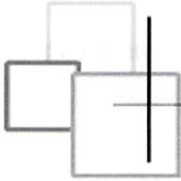
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

Council Date: : 2025 - June - Second Council Date

Vendor	Number	Reference	Account Number	Description	Amount
2 Grade LLC					
	44550			2025 - June - Second Council Date	
		041929			
			Trailer Demo & Disposal		
			410-000-000-546-10-41-00	Professional Services	\$23,674.80
		Total 041929			\$23,674.80
	Total 44550				\$23,674.80
Total 2 Grade LLC					\$23,674.80
AWC Employee Benefit					
	44551			2025 - June - Second Council Date	
		062025/AWC Leoff1			
			Leoff1-Rice		
			001-000-000-521-20-41-15	Rice	\$856.10
		Total 062025/AWC Leoff1			\$856.10
	Total 44551				\$856.10
Total AWC Employee Benefit					\$856.10
Canon Fin Serv Inc					
	44552			2025 - June - Second Council Date	
		41207138			
			Copier Lease		
			001-000-000-515-31-31-00	Operating Supplies	\$15.78
			001-000-000-558-61-31-00	Operating Supplies	\$15.78
			101-000-000-542-31-31-00	Operating Supplies	\$15.78

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-31-00	Operating Supplies	\$47.36
			402-000-000-535-80-31-00	Operating Supplies	\$31.57
			410-000-000-552-10-31-00	Operating Supplies	\$31.57
		Total 41207138			\$157.84
	Total 44552				\$157.84
Total Canon Fin Serv Inc					\$157.84
Carradine, Tim					
	44553			2025 - June - Second Council Date	
		7299			
			IT Services		
			001-000-000-511-61-41-00	Professional Services	\$81.45
			001-000-000-514-23-48-02	Computer Repair	\$2.61
			001-000-000-514-23-48-02	Computer Repair	\$181.06
			001-000-000-523-61-48-17	Computer Repair	\$6.52
			400-000-000-534-80-48-41	Computer Repair	\$86.01
			400-000-000-534-80-48-41	Computer Repair	\$295.06
			402-000-000-535-80-48-01	Computer Repair	\$28.67
			402-000-000-535-80-48-01	Computer Repair	\$100.59
			402-000-000-535-80-48-01	Computer Repair	\$339.38
			410-000-000-546-10-41-00	Professional Services	\$93.88
			410-000-000-546-10-41-00	Professional Services	\$6.52
		Total 7299			\$1,221.75
		7300			
			IT Services		
			001-000-000-521-20-48-28	Computer Repair	\$332.59
			001-000-000-523-61-48-17	Computer Repair	\$251.14
		Total 7300			\$583.73
	Total 44553				\$1,805.48
Total Carradine, Tim					\$1,805.48
CED, Inc.					
	44554			2025 - June - Second Council Date	
		5948-1071446			

Vendor	Number	Reference	Account Number	Description	Amount
			Electrical Supplies		
			402-000-000-535-80-31-00	Operating Supplies	\$71.15
		Total 5948-1071446			\$71.15
		5948-1071452			
			Electrical Supplies		
			402-000-000-535-80-31-00	Operating Supplies	\$677.66
		Total 5948-1071452			\$677.66
	Total 44554				\$748.81
Total CED, Inc.					\$748.81
Centurylink					
	44555		2025 - June - Second Council Date		
		062025/Centurylink			
			Telephones		
			001-000-000-514-23-42-00	Communications	\$134.29
			001-000-000-521-20-42-00	Communication	\$37.16
			001-000-000-523-61-42-00	Communication	\$37.16
			400-000-000-534-80-42-00	Communication	\$206.23
			402-000-000-535-80-42-00	Communication	\$233.84
			410-000-000-546-10-42-00	Communication	\$67.14
		Total 062025/Centurylink			\$715.82
	Total 44555				\$715.82
Total Centurylink					\$715.82
CenturyLink Business Services					
	44556		2025 - June - Second Council Date		
		740400668			
			Broadband		
			001-000-000-514-23-42-00	Communications	\$40.87
			400-000-000-534-80-42-00	Communication	\$64.23
			402-000-000-535-80-42-00	Communication	\$23.36
			410-000-000-546-10-42-00	Communication	\$17.52
			410-000-000-552-50-42-00	Communication	\$437.94
		Total 740400668			\$583.92

Vendor	Number	Reference	Account Number	Description	Amount
	Total 44556				\$583.92
Total CenturyLink Business Services					\$583.92
Clallam County Sheriff Dept.					
	44557			2025 - June - Second Council Date	
		C25-021			
			Inmate Expenses		
			001-000-000-523-61-49-01	County Jail Expenses	\$310.94
		Total C25-021			\$310.94
	Total 44557				\$310.94
Total Clallam County Sheriff Dept.					\$310.94
Clallam Public Defender					
	44558			2025 - June - Second Council Date	
		062025/Public Defender			
			Public Defender Services		
			001-000-000-512-52-41-00	Public Defender	\$2,833.33
		Total 062025/Public Defender			\$2,833.33
	Total 44558				\$2,833.33
Total Clallam Public Defender					\$2,833.33
Enterprise FM Trust					
	062025/Enterprise EFT			2025 - June - Second Council Date	
		FBN5362690			
			Vehicle Leases		
			001-000-000-594-14-66-03	2020 Nissan Rogue	\$112.36
			101-000-000-594-42-66-06	2020 Ford F550	\$327.80
			101-000-000-594-42-66-07	2020 Toyota Tacoma 71021D - JC	\$56.58
			101-000-000-594-42-66-09	2020 Toyota Tacoma 71023D - M. Hutch.	\$141.46
			400-000-000-594-34-66-03	2020 Nissan Rogue	\$183.11
			400-000-000-594-34-66-04	2020 Toyota Tacoma 71022D - MH	\$565.80
			400-000-000-594-34-66-05	2020 Toyota Tacoma 71023D - M. Hutch.	\$424.34
			400-000-000-594-34-66-06	2020 Ford F550	\$764.86
			400-000-000-594-34-66-09	2021 Toyota Tacoma 71784D - PH	\$87.15

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-594-34-66-10	2020 Toyota Tacoma 710210D - JC	\$113.16
			402-000-000-594-35-66-03	2020 Nissan Rogue	\$62.42
			402-000-000-594-35-66-04	2020 Toyota Tacoma 71021D - JC	\$282.90
			402-000-000-594-35-66-05	2022 Toyota Tacoma 72745D - SG	\$764.78
			410-000-000-594-52-66-03	2020 Nissan Rogue	\$58.26
			410-000-000-594-52-66-04	2020 Toyota Tacoma 741021D - JC	\$113.15
		Total FBN5362690			\$4,058.13
		Total 062025/Enterprise EFT			\$4,058.13
Total Enterprise FM Trust					\$4,058.13
Ferguson Enterprises, Inc.					
	44559			2025 - June - Second Council Date	
		0079807			
			Farwest Water Service		
			400-000-000-534-80-31-00	Operating Supplies	\$6,700.85
		Total 0079807			\$6,700.85
		0080036			
			2 Cousins Watermain Extension		
			400-000-000-534-80-31-00	Operating Supplies	\$18,637.06
		Total 0080036			\$18,637.06
		0081099			
			Ind. Park Meter Repair		
			400-000-000-534-80-31-00	Operating Supplies	\$1,014.75
		Total 0081099			\$1,014.75
		0081786			
			Software Support		
			400-000-000-534-80-41-00	Professional Services	\$4,018.20
		Total 0081786			\$4,018.20
		Total 44559			\$30,370.86
Total Ferguson Enterprises, Inc.					\$30,370.86
Forks Community Hospital					
	44560			2025 - June - Second Council Date	
		460104635400			

Vendor	Number	Reference	Account Number	Description	Amount
			Fit for Jail		
			001-000-000-523-61-41-05	Inmate - Medical	\$388.11
		Total 460104635400			\$388.11
	Total 44560				\$388.11
Total Forks Community Hospital					\$388.11
Forks Old Fashioned 4th of July Committee					
	44561			2025 - June - Second Council Date	
		062025/4th of July			
			Over Charged Banner Fee		
			001-000-000-558-61-49-00	Misc.	\$25.00
		Total 062025/4th of July			\$25.00
	Total 44561				\$25.00
Total Forks Old Fashioned 4th of July Committee					\$25.00
Forks Outfitters, Inc					
	44562			2025 - June - Second Council Date	
		062025/Outfitters			
			Supplies Acct. #16		
			001-000-000-511-61-48-00	Repair & Maintenance	\$9.97
			101-000-000-542-31-31-00	Operating Supplies	\$43.40
			101-000-000-542-31-31-00	Operating Supplies	\$71.39
			101-000-000-542-31-31-00	Operating Supplies	\$198.68
			101-000-000-542-31-31-00	Operating Supplies	\$32.57
			101-000-000-542-31-31-00	Operating Supplies	\$36.91
			101-000-000-542-31-31-00	Operating Supplies	\$73.36
			101-000-000-542-31-31-00	Operating Supplies	\$10.85
			304-000-000-594-13-60-20	City Hall Improvements	\$49.87
			304-000-000-594-13-60-20	City Hall Improvements	\$37.75
			304-000-000-594-13-60-20	City Hall Improvements	\$5.67
			304-000-000-594-13-60-20	City Hall Improvements	\$108.14
			400-000-000-534-80-31-00	Operating Supplies	\$40.17
			400-000-000-534-80-31-00	Operating Supplies	\$11.27
			400-000-000-534-80-31-00	Operating Supplies	\$152.03

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-31-00	Operating Supplies	\$24.97
			400-000-000-534-80-31-00	Operating Supplies	\$33.21
			400-000-000-534-80-31-00	Operating Supplies	\$87.93
			400-000-000-534-80-31-41	Tools	\$221.65
			400-000-000-534-80-31-41	Tools	(\$216.11)
			402-000-000-535-80-31-00	Operating Supplies	\$15.38
			402-000-000-535-80-31-00	Operating Supplies	\$10.16
			402-000-000-535-80-31-00	Operating Supplies	\$49.27
			402-000-000-535-80-31-00	Operating Supplies	\$17.56
			402-000-000-535-80-31-51	Tools	\$54.29
		Total 062025/Outfitters			\$1,180.34
	Total 44562				\$1,180.34
Total Forks Outfitters, Inc					\$1,180.34
Foster Garvey P.C.					
	44563			2025 - June - Second Council Date	
		2920641			
			Industrial Park Lease		
			410-000-000-552-10-41-00	Professional Services	\$2,291.00
		Total 2920641			\$2,291.00
	Total 44563				\$2,291.00
Total Foster Garvey P.C.					\$2,291.00
Hi-Tech Security, Inc					
	44564			2025 - June - Second Council Date	
		102856			
			Fire Alarm Test-RAC		
			410-000-000-575-50-41-05	Fire Alarm Monitoring	\$400.00
		Total 102856			\$400.00
	Total 44564				\$400.00
Total Hi-Tech Security, Inc					\$400.00
Inspire Washington					
	44565			2025 - June - Second Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		062025/Inspire WA			
			RAC Deposit Refund		
			410-000-000-582-10-03-00	RAC - Security Deposits	\$500.00
		Total 062025/Inspire WA			\$500.00
	Total 44565				\$500.00
Total Inspire Washington					\$500.00
Interwest Construction Inc.					
	44566			2025 - June - Second Council Date	
		1453-10			
			WWTP Cont. Billing #10		
			402-000-000-594-61-63-02	WWTF - Construction	\$111,298.71
		Total 1453-10			\$111,298.71
	Total 44566				\$111,298.71
Total Interwest Construction Inc.					\$111,298.71
Jerry's Small Engines					
	44567			2025 - June - Second Council Date	
		062025/Jerry's			
			Supplies		
			101-000-000-542-31-31-00	Operating Supplies	\$69.34
			101-000-000-542-31-31-00	Operating Supplies	\$521.27
			101-000-000-542-31-31-00	Operating Supplies	\$116.64
			101-000-000-542-31-31-00	Operating Supplies	\$4.29
			101-000-000-542-31-31-00	Operating Supplies	\$42.34
			101-000-000-542-31-31-00	Operating Supplies	\$24.92
			402-000-000-535-80-31-00	Operating Supplies	\$25.74
			410-000-000-546-10-48-68	Batwing Mower (both airports)	\$1,445.47
		Total 062025/Jerry's			\$2,250.01
	Total 44567				\$2,250.01
Total Jerry's Small Engines					\$2,250.01
Mar-Web Builders					
	44568			2025 - June - Second Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		1049			
			Transit Center Door		
			150-000-000-547-10-48-00	Repair And Maintenance	\$1,846.20
		Total 1049			\$1,846.20
	Total 44568				\$1,846.20
Total Mar-Web Builders					\$1,846.20
Mission Communications, LLC					
	44569			2025 - June - Second Council Date	
		2009434			
			Level Sensor Monitoring		
			402-000-000-535-80-41-00	Professional Services	\$227.40
		Total 2009434			\$227.40
	Total 44569				\$227.40
Total Mission Communications, LLC					\$227.40
Peninsula Daily News Inc (circ)					
	44570			2025 - June - Second Council Date	
		2025/PDN			
			PDN Subscription		
			410-000-000-552-10-31-00	Operating Supplies	\$156.00
		Total 2025/PDN			\$156.00
	Total 44570				\$156.00
Total Peninsula Daily News Inc (circ)					\$156.00
PetroCard					
	44571			2025 - June - Second Council Date	
		0556541-IN			
			Headworks Oil		
			402-000-000-535-80-31-00	Operating Supplies	\$164.48
		Total 0556541-IN			\$164.48
		0556547-IN			
			Fuel-Yard Tanks		
			101-000-000-542-31-32-00	Fuel	\$520.28

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-32-00	Fuel	\$520.28
			402-000-000-535-80-32-00	Fuel	\$520.28
		Total 0556547-IN			\$1,560.84
	Total 44571				\$1,725.32
Total PetroCard					\$1,725.32
Postmaster - Trust Acct					
	44572			2025 - June - Second Council Date	
		062025/Postmaster			
			Postage & Yearly CCR Mialing		
			400-000-000-534-80-42-41	Postage	\$1,200.00
			400-000-000-534-80-42-41	Postage	\$450.00
			402-000-000-535-80-42-51	Postage	\$150.00
		Total 062025/Postmaster			\$1,800.00
	Total 44572				\$1,800.00
Total Postmaster - Trust Acct					\$1,800.00
Quadient Finance USA, Inc					
	44573			2025 - June - Second Council Date	
		062025/Quadient			
			Postage		
			001-000-000-515-31-42-00	Communications	\$2.73
			001-000-000-521-20-42-41	Postage	\$0.69
			001-000-000-523-61-42-41	Postage	\$0.69
			400-000-000-534-80-42-41	Postage	\$195.89
		Total 062025/Quadient			\$200.00
	Total 44573				\$200.00
Total Quadient Finance USA, Inc					\$200.00
Quadient Leasing USA, Inc.					
	44574			2025 - June - Second Council Date	
		Q192216			
			Q2 Postage Machine Lease		
			001-000-000-514-23-42-00	Communications	\$111.59

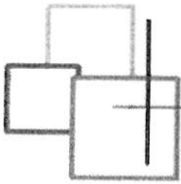
Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-42-00	Communication	\$181.85
			402-000-000-535-80-42-00	Communication	\$61.99
			410-000-000-546-10-42-00	Communication	\$57.86
		Total Q192216			\$413.29
	Total 44574				\$413.29
Total Quadient Leasing USA, Inc.					\$413.29
Rainforest Council for the Arts					
	44575			2025 - June - Second Council Date	
		062025/Rainforest Arts			
			2025 LT Award		
			140-000-000-557-30-49-07	Rainforest Council for the Arts	\$1,349.00
		Total 062025/Rainforest Arts			\$1,349.00
	Total 44575				\$1,349.00
Total Rainforest Council for the Arts					\$1,349.00
Rusty Gate Nursery					
	44576			2025 - June - Second Council Date	
		2442			
			31 Flower Baskets		
			001-000-000-576-80-31-00	Operating Supplies	\$2,188.29
		Total 2442			\$2,188.29
	Total 44576				\$2,188.29
Total Rusty Gate Nursery					\$2,188.29
Sound Publishing, Inc					
	44577			2025 - June - Second Council Date	
		8168913			
			Advertising		
			001-000-000-511-61-41-01	Advertising	\$123.00
			001-000-000-558-61-41-01	Advertising	\$265.95
			101-000-000-542-31-41-01	Advertising	\$451.20
			140-000-000-557-30-49-00	Misc.	\$850.00
		Total 8168913			\$1,690.15

Vendor	Number	Reference	Account Number	Description	Amount
		8169290			
			Summer Help Ad		
			001-000-000-515-31-41-01	Advertising	\$57.00
		Total 8169290			\$57.00
	Total 44577				\$1,747.15
Total Sound Publishing, Inc					\$1,747.15
Unum					
	44578			2025 - June - Second Council Date	
		062025/Unum			
			LEOFF 1 LTC Insurance		
			001-000-000-521-20-41-15	Rice	\$188.70
		Total 062025/Unum			\$188.70
	Total 44578				\$188.70
Total Unum					\$188.70
USDA					
	062025/USDA EFT			2025 - June - Second Council Date	
		06242025/USDA			
			Loan Payment		
			400-000-000-591-34-70-01	USDA Water Tank Loan Principal	\$2,666.38
			400-000-000-592-34-80-01	USDA Water Tank Loan Interest	\$3,133.62
		Total 06242025/USDA			\$5,800.00
	Total 062025/USDA EFT				\$5,800.00
Total USDA					\$5,800.00
Verizon Wireless, Bellevue					
	44579			2025 - June - Second Council Date	
		6115323656			
			Cellular Service		
			001-000-000-511-61-42-00	Communication	\$42.26
			001-000-000-521-20-42-00	Communication	\$319.08
			001-000-000-523-61-42-00	Communication	\$42.26
			400-000-000-534-80-42-00	Communication	\$461.87

Vendor	Number	Reference	Account Number	Description	Amount
			402-000-000-535-80-42-00	Communication	\$42.26
		Total 6115323656			\$907.73
	Total 44579				\$907.73
Total Verizon Wireless, Bellevue					\$907.73
WA Department Of Transportation					
	44580			2025 - June - Second Council Date	
		FB90000011251			
			Fuel		
			001-000-000-511-61-32-00	Unleaded	\$25.33
			001-000-000-521-20-32-00	Fuel/oil	\$46.58
			001-000-000-558-50-32-00	Fuel/oil	\$23.60
			001-000-000-576-80-32-00	Fuel	\$17.13
			101-000-000-542-31-32-00	Fuel	\$769.45
			150-000-000-547-11-32-00	Fuel	\$10.03
			400-000-000-534-80-32-00	Fuel	\$813.13
			402-000-000-535-80-32-00	Fuel	\$312.46
			410-000-000-546-10-32-00	Fuel	\$21.55
			410-000-000-552-10-32-00	Fuel	\$2.11
		Total FB90000011251			\$2,041.37
		FB91000111251			
			Fuel		
			001-000-000-521-20-32-00	Fuel/oil	\$1,078.33
			001-000-000-523-61-32-00	Fuel/oil	\$57.01
		Total FB91000111251			\$1,135.34
	Total 44580				\$3,176.71
Total WA Department Of Transportation					\$3,176.71
WA Dept Lic Bus Prof Div					
	06182025/DOL EFT			2025 - June - Second Council Date	
		06182025/CPL			
			CPL Fees		
			650-000-000-589-30-00-50	State Share Gun Permit/FP Fees	\$18.00
		Total 06182025/CPL			\$18.00

Vendor	Number	Reference	Account Number	Description	Amount
	Total 06182025/DOL EFT				\$18.00
Total WA Dept Lic Bus Prof Div					\$18.00
WA Dept of Corrections					
	44581		2025 - June - Second Council Date		
		F191446			
			Inmate Food		
			001-000-000-523-61-31-11	27000groceries-Food	\$2,467.40
		Total F191446			\$2,467.40
	Total 44581				\$2,467.40
Total WA Dept of Corrections					\$2,467.40
WA Dept Rev Excise Tax					
	062025/Excise EFT		2025 - June - Second Council Date		
		062025/Excise			
			Excise Tax		
			001-000-000-523-61-31-05	Inmate Welfare & Concessions	\$42.49
			400-000-000-534-80-47-43	Excise Tax	\$653.65
			400-000-000-534-80-47-43	Excise Tax	\$5,927.31
			400-000-000-534-80-48-42	Case Back-Hoe	\$292.72
			402-000-000-535-80-47-53	Excise Tax	\$1,735.46
			650-000-000-589-30-00-39	Sales Tax	\$5.62
			650-000-000-589-30-00-80	Excise Tax - Water	\$355.64
			650-000-000-589-30-00-90	Excise Tax - Sewer	\$103.30
		Total 062025/Excise			\$9,116.19
	Total 062025/Excise EFT				\$9,116.19
Total WA Dept Rev Excise Tax					\$9,116.19
West End Motors, Inc					
	44582		2025 - June - Second Council Date		
		1083			
			S10 Repairs		
			400-000-000-534-80-48-44	90 Chev PU 02143D	\$552.57
		Total 1083			\$552.57

Vendor	Number	Reference	Account Number	Description	Amount
	Total 44582				\$552.57
Total West End Motors, Inc					\$552.57
Grand Total		Vendor Count	37		\$218,329.15



Fund Transaction Summary

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

Fund Number	Description	Amount
001	General Fund	\$12,772.33
101	Street	\$3,528.51
140	Lodging Tax Fund	\$2,199.00
150	Transit Center Fund	\$1,856.23
304	Capital Improvement	\$201.43
400	Water	\$50,612.56
402	Sewer	\$117,301.76
410	Airport/Industrial Park	\$29,374.77
650	State Collections	\$482.56
	Count: 9	\$218,329.15

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

Resolution No. 526

A resolution authorizing the City to proceed with timber sales on City-owned property and declaring the timber to be surplus property

Whereas, the City of Forks owns the Forks Industrial Park and manages the properties there for the benefit of the industrial park and associated economic development initiatives and operations;

Whereas, the City has been informed by its consultant that there may be viable markets for some of the timber located on Lots 8 through 10 of the Forks Industrial Park;

Whereas, the City also has an interest in removing the existing timber and making these lots available for future use and development;

Whereas, in 2022, initial work began on developing a timber sales program for these lots by the Clerk/Treasurer Audrey Grafstrom and working with Pacific Forest Management a harvest permit was applied for with Washington's Department of Natural Resources, but no other efforts were pursued;

Whereas, there are specific preparations, (i.e., permits, road use agreements, sales requirements, and environmental review) that must be completed in order to offer such City owned property for sale on a competitive bid basis;

Whereas, state law may require a formal resolution declaring the timber to be surplus, and to define any conditions of the sale;

Whereas, the Council believes that it is in the best interest of the City to be able to proceed with the sale of the identified stands on Lots 8-10 at the Forks Industrial Park;

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

1. The City Council acknowledges and approves the Mayor and Staff to submit the required permitting paperwork to the Department of Natural Resources to proceed as soon as reasonably possible considering market conditions associated with the sale of said timber;
2. Further, the Council authorizes the Mayor and Staff, in conjunction with the appropriate consultants as needed, to develop, permit or renew permits, advertise, and manage timber sales for competitive bids associated with these lots at the Industrial Park;
3. Said timber specifically associated with this area is hereby declared as surplus to the City's use, the Council hereby determines that the best way to realize fair market value is to offer said timber, when determined by the Mayor and staff in consultation with appropriate local experts in the field, for sale via advertised sealed bid;
4. The Mayor and staff are authorized to solicit for, review and award service contracts necessary to aid in the development of any permits, assessments, easements, sales, etc., provided that such costs are charged to, and/or reimbursed by, the sale of the associated timber;
5. When a lump sum volume sale is utilized, the Clerk/Treasurer will be responsible for receiving the sealed bids, opening them, cataloging them, and determining the high bidder. As the sale

- manager, she is not permitted to submit a bid on said timber; nor are the managers assigned or associated with the responsibility of the property permitted to bid on said timber;
6. When a contract logging sale is proposed, the Mayor may enter into the necessary contracts associated with obtaining not only the permitting required for the sale, but also for sale management, provided that the City utilizes its applicable "Small Works Roster" for obtaining such services;
 7. Sale proceeds will be used to first reimburse any outlaying costs associated with the development, permitting, advertisement and management of the sale of any such timber. Remaining funds may be utilized to offset costs associated with improvement of the lots to include stump removal, grading, site access, and similar such improvements;
 8. The Mayor and Staff are required to comport all of their actions associated with the sale of this specific timber stand in accordance with applicable state laws and the requirements and authorizations established with past timber sales on City owned property such as Res. No. 395;
 9. Further, as has been the practice of the City, the award of a timber sale contract will only be made after the affirmative approval of the Forks City Council during a regularly scheduled meeting;
 10. Further, the Mayor and staff are authorized to take other actions necessary to fulfill the will and objective of the Council to offer such timber for sale pursuant to applicable state laws.
 11. The City may also permit logging scrap and slash to be utilized by charitable organizations, who obtain written permission from the Mayor and applicable property manager, in efforts to aid the poor or infirm; and/or for education related purposes if no reasonable market can be found for such materials.

Passed this 23rd day of June 2025, by the Forks City Council during a regularly scheduled meeting.

Tim Fletcher, Mayor

Authenticated and Attested to:

Approved as to Form:

Caryn DePew
Clerk/Treasurer

William R. Fleck
Attorney/Planner

CITY OF FORKS
May 2025 Treasurer's Report Variance Notes

	May 2025	May	2024	Variance	
1 Street Fund Receipts <i>2025 Property tax allocation increase</i>	\$ 92,416.04	\$ 81,328.23	\$ 11,087.81	13.63%	
2 AP/IP/RAC/ICN Fund Receipts <i>2025 lease decrease</i>	\$ 6,210.11	\$ 9,971.51	\$ (3,761.40)	-60.57%	
3 Water Fund Receipts <i>2025 rate increase & water main extensions</i>	\$ 166,207.49	\$ 97,703.14	\$ 68,504.35	41.22%	
4 Capital Improvement Fund Receipts <i>2024 QVSD RCO Grant receipts</i>	\$ 16,765.33	\$ 129,792.71	\$ (113,027.38)	-87.08%	
5 Street Fund Disbursements <i>2024 expense increase</i>	\$ 18,479.64	\$ 24,403.17	\$ (5,923.53)	-32.05%	
6 AP/IP/RAC/ICN Fund Disbursements <i>2024 Legal fees, repairs, & RAC deposit refunds</i>	\$ 20,660.03	\$ 27,936.04	\$ (7,276.01)	-35.22%	
7 Water Fund Disbursements <i>2024 expense increase incl. N. of Calawah Way engineering</i>	\$ 84,355.95	\$ 98,808.14	\$ (14,452.19)	-14.63%	
8 Sewer Fund Disbursements <i>2025 WWTP construction</i>	\$ 360,718.02	\$ 32,844.42	\$ 327,873.60	90.89%	
9 Capital Improvements Disbursements <i>2024 QVSD RCO Grant expenses</i>	\$ 54,313.89	\$ 85,068.86	\$ (30,754.97)	-36.15%	
10 Quillayute Airport Fund Disbursements <i>Architect & advertising</i>	\$ 1,251.08	\$ 282.90	\$ 968.18	77.39%	
11 Transit Center Fund Disbursements	\$ 1,493.90	\$ 1,860.12	\$ (366.22)	-19.69%	
12 Street Project Fund Disbursements <i>TIB Red Town Initiative & E Street</i>	\$ 83,234.25	\$ -	\$ 83,234.25	100.00%	

CITY OF FORKS
TREASURER'S REPORT
May 2025

FUND	PREV BAL CASH	PREV BAL INVESTMENT	PREV BAL CASH/INV	2025 May RECEIPTS*	2024 May RECEIPTS*	2025 May DISBURSE	2024 May DISBURSE*	INVESTMENT PURCHASED	ENDING CASH	END BAL CASH/INV	2024 May END BAL*
GENERAL	-870,544.51	2,435,800.00	1,565,255.49	199,514.01	189,646.15	166,951.63	159,516.81	2,435,800.00	-837,982.13	1,597,817.87	1,695,241.13
STREET	107,618.36	0.00	107,618.36	92,416.04 ¹	81,328.23	18,479.64 ⁵	24,403.17	0.00	181,554.76	181,554.76	220,221.61
LODGING TAX	432,338.12	939,200.00	1,371,538.12	55,230.67	53,917.42	60,358.56	61,582.24	939,200.00	427,210.23	1,366,410.23	962,061.62
AP/IND PARK/RAC/ICN	249,076.04	0.00	249,076.04	6,210.11 ²	9,971.51	20,660.03 ⁶	27,936.04	0.00	234,626.12	234,626.12	475,979.54
WATER	745,472.11	0.00	745,472.11	166,207.49 ³	97,703.14	84,355.95 ⁷	98,808.14	0.00	827,323.65	827,323.65	602,869.47
SEWER	1,091,903.19	0.00	1,091,903.19	45,053.52	48,212.13	360,718.02 ⁸	32,844.42	0.00	776,238.69	776,238.69	841,287.02
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	133,300.08	0.00	133,300.08	16,765.33 ⁴	129,792.71	54,313.89 ⁹	85,068.86	0.00	95,751.52	95,751.52	154,764.35
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	1,584.01	0.00	1,584.01	771.00	2,236.51	765.47	2,499.73	0.00	1,589.54	1,589.54	1,629.07
QUILLAYUTE AP	240,306.54	0.00	240,306.54	0.00	440.93	1,251.08 ¹⁰	282.90	0.00	239,055.46	239,055.46	247,438.10
TRANSIT CENTER	3,237.94	0.00	3,237.94	1,505.46	1,456.23	1,493.90 ¹¹	1,860.12	0.00	3,249.50	3,249.50	-672.47
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	83,234.25 ¹²	0.00	0.00	-83,234.25	-83,234.25	-5,649.17
STATE COLLECTIONS	1,639.42	0.00	1,639.42	874.52	2,441.92	409.16	512.41	0.00	2,104.78	2,104.78	7,832.30
TOTAL	2,310,319.78	3,375,000.00	5,685,319.78	584,548.15	617,146.88	852,991.58	495,314.84	3,375,000.00	2,041,876.35	5,416,876.35	5,363,327.84

*For comparison purposes.

Application for Federal Assistance SF-424	
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	
*2. Type of Application * If Revision, select appropriate letter(s): <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation * Other (Specify) <input type="checkbox"/> Revision	
*3. Date Received: 04/29/2025	4. Applicant Identifier: UIL
5a. Federal Entity Identifier:	*5b. Federal Award Identifier:
State Use Only:	
6. Date Received by State:	7. State Application Identifier:
8. APPLICANT INFORMATION:	
*a. Legal Name: City of Forks	
*b. Employer/Taxpayer Identification Number (EIN/TIN): 91-6001432	*c. UEI:
d. Address:	
*Street 1: 500 East Division	
Street 2: _____	
*City: Forks	
County/Parish: _____	
*State: WA	
*Province: _____	
*Country: USA: United States	
*Zip / Postal Code 98331-8618	
e. Organizational Unit:	
Department Name: City of Forks	Division Name: Quillayute Airport
f. Name and contact information of person to be contacted on matters involving this application:	
Prefix: _____ *First Name: William	
Middle Name: Rodney	
*Last Name: Fleck	
Suffix: _____	
Title: Attorney/Planner and UIL Airport Manager	
Organizational Affiliation: City of Forks	
*Telephone Number: 360-374-5412	Fax Number: (360) 374-9234
*Email: rodf@forkswashington.org	

Application for Federal Assistance SF-424
*9. Type of Applicant 1: Select Applicant Type: C: City or Township Government Type of Applicant 2: Select Applicant Type: Pick an applicant type Type of Applicant 3: Select Applicant Type: Pick an applicant type *Other (Specify)
*10. Name of Federal Agency: Federal Aviation Administration
11. Catalog of Federal Domestic Assistance Number: 20.106 CFDA Title: Airport Improvement Program
*12. Funding Opportunity Number: *Title:
13. Competition Identification Number: 3-53-0168-012-2025 Title: Reseal Runway, Taxiway and Apron and Replace Gate (PH 1 design)
14. Areas Affected by Project (Cities, Counties, States, etc.): City of Forks, Clallam County, Washington State
*15. Descriptive Title of Applicant's Project: Phase 1 Design - Crackfill, Sealcoat, Repaint Markings on Runway, Connector Taxiways, Parallel Taxiway, and Main Apron. Replace Access Gate.
Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
*a. Applicant: WA-006	*b. Program/Project: WA-006
Attach an additional list of Program/Project Congressional Districts if needed.	
17. Proposed Project:	
*a. Start Date: 07/01/2025	*b. End Date: 04/30/2026
18. Estimated Funding (\$):	
*a. Federal	\$ 300,000
*b. Applicant	
*c. State	\$ 7,894
*d. Local	\$ 7,895
*e. Other	\$ 0
*f. Program Income	\$ 0
*g. TOTAL	\$ 315,789
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____ . <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
*20. Is the Applicant Delinquent On Any Federal Debt?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", explain:	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)	
<input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: _____	*First Name: Tim _____
Middle Name: _____	
*Last Name: Fletcher	_____
Suffix: _____	
*Title: Mayor	
*Telephone Number: 360-374-5412	Fax Number: 360-374-9234
* Email: timf@forkswashington.org	
*Signature of Authorized Representative:	*Date Signed: 04/30/2025



U.S. Department
of Transportation
**Federal Aviation
Administration**

FAA Form 5100-100, Application for Federal Assistance (Development and Equipment Projects)

Paperwork Reduction Act Burden Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 28 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200; no assurance of confidentiality is provided. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Aviation Administration, 10101 Hillwood Parkway, Fort Worth, TX 76177-1524.

INSTRUCTIONS FOR FORM 5100-100

PART I – Application for Federal Assistance

Part I of the Application for Federal Assistance consists of a completed Standard Form (SF) 424. The remaining parts of Form 5100-100 (Parts II, III and IV) represent continuation pages that the Sponsor must attach to the associated SF-424 form. The signature of the Sponsor's authorized representative on the SF-424 form represents acceptance of the representations and certifications made within the corresponding FAA 5100-100 form.

PART II – Project Approval Information

This information is necessary for the Federal Aviation Administration to evaluate this request for Federal assistance. Responses do not require an explanation unless explicitly requested by the question.

SECTION A. STATUTORY CONDITIONS

Item 1 – Indicate whether the Sponsor maintains an active registration in the Federal System for Award Management (SAM). Pursuant to 2 CFR §25.200(b), a Sponsor must maintain an active registration in the Central Contractor Registration repository (housed within SAM) with current information at the time of the application and during the active period of the Federal award.

Item 2 – Indicate whether the Sponsor can commence the project within the same fiscal year the grant is made or within 6 months of when the grant is made, whichever is later. Attach explanation for negative responses. This information is considered when allocating discretionary funds. (49 U.S.C. § 47115(d)(2))

Item 3 – Indicate whether the Sponsor can complete the project without unreasonable delays. If applicable, provide listing of foreseeable events (winter shutdown, land acquisition issues, non-aeronautical events, etc.) that have potential to delay completion of the project. (49 USC § 47106(a))

Item 4 – Indicate whether the environmental review (i.e. environmental assessment, mitigated FONSI, etc.) identified impacts or effects on the environment that require mitigating measures that lessen the impact or effect on the environment. If yes, provide a summary listing of mitigating measures. (49 U.S.C. § 47106(c))

Item 5 – Indicate whether the project covered by this request is also covered by an approved Passenger Facility Charge (PFC) application or other Federal assistance program by selecting all applicable check boxes (49 U.S.C. § 40117(d) and 2 CFR § 200.403). If the approved PFC application only addresses the Sponsor's AIP matching share, select the appropriate check box.

If the project, or portions thereof, is covered by another Federal assistance program, identify the Federal assistance program by name and the Catalog of Federal Domestic Assistance (CFDA) number.

Item 6 – Indicate whether the Sponsor intends to seek reimbursement of Sponsor indirect costs as defined by 2 CFR §200.414 and 2 CFR Appendix VII to Part 200. This information request **does not** include the indirect costs claimed by a for-profit entity (e.g. consultant).

- The de minimis rate may only be used if the Sponsor has not previously received a negotiated Indirect Cost Rate (ICR) and does not exceed the limitations prescribed in Appendix VII to Part 200.
- A Sponsor with an existing approved negotiated ICR must identify the ICR value, the name of the cognizant agency that approved the ICR and the date of approval.

SECTION B. CERTIFICATION REGARDING LOBBYING

This section addresses the Sponsor's declaration regarding lobbying activities. The declaration made in the section are under signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached.

Title 31 U.S.C. § 1352 establishes that no appropriated funds may be expended by a recipient of a Federal grant to pay any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this covered Federal assistance action. Pursuant to 40 CFR part 20, this certification attests that the Sponsor has not made, and will not make, any payment prohibited payment by 31 U.S.C. § 1352.

SECTION C. REPRESENTATIONS AND CERTIFICATION

1. **Compatible Land Use** (49 U.S.C. § 47107(a)(10)) – Identify actions the Sponsor has taken to assure land uses in close proximity to the airport are compatible with normal airport operations.
2. **Defaults** – Confirm that Sponsor is not in default on any obligation to the United States or any agency of the United States government.
3. **Possible Disabilities** – Confirm that Sponsor has no facts or circumstances (i.e. legal, financial or otherwise) that might adversely affect the Sponsor in completing the project and carrying out the provisions of the associated Grant Assurances.
4. **Consistency with Local Plans** (49 U.S.C. § 47106(a)) – Confirm project is consistent with plans (existing at the time the project is approved) of public agencies authorized by the State in which the airport is located to plan.
5. **Consideration of Local Interests** (49 U.S.C. § 47106(b)) – Confirm the Sponsor has given fair consideration to the community in and near the project.
6. **Consultation with Users** (49 U.S.C. § 47105(a)) - Confirm the Sponsor has consulted with airport users that will be affected by the project.
7. **Public Hearings** (49 U.S.C. § 47106(c)) – For projects involving the location of an airport, runway or major runway extension, confirm the Sponsor:
 - a. Provided an opportunity for a public hearing to consider economic, social and environmental effects of the project.
 - b. Has voting representation from the communities in which the project is located; or has advised the communities that they have the right to petition the Secretary about the proposed project.
8. **Air and Water Quality Standards** - Confirm Sponsor will comply with applicable air and water quality standards.
9. **Exclusive Rights** (49 U.S.C. § 47107(a)) – Identify all instances of exclusive rights to conduct aeronautical services at the airport.
10. **Land** (49 U.S.C. § 47106(b)) –
 - a. Identify property interests specific to the development project and/or land acquisition. The declaration of property interest is to be based upon a title opinion submitted by an attorney. When identifying the property interest, use the same parcel numbers as used to identify the property on the associated Exhibit A property map.
Example: “*Sponsor maintains property interest as depicted within the property table on the Exhibit A property map dated __/__/__ originally filed with AIP Project ###.*”
 - b. Complete this subpart if the Sponsor proposes a project for which they have not yet obtained appropriate property interests. Note that the work may not commence until Sponsor obtains acceptable property interests. Identify such property by parcel number that corresponds to the associated Exhibit A property map.
 - c. Complete this subpart when acquiring property interests under the grant. Identify such property by parcel number that corresponds to the associated Exhibit A property map.

PART III – Budget Information

SECTION A. GENERAL

1. Assistance Listing Number - Show the Assistance Listing Number from which the assistance is requested.

2. Functional or Other Breakout: Indicate "Airport Improvement Program". Prepare a separate set of Part III forms for other Federal program categories.

SECTION B. CALCULATION OF FEDERAL GRANT

When applying for a new grant, use the Total Amount Column only. Use all columns when requesting revisions of previously awarded amounts.

Line 1 - Enter amounts needed for administration expenses, which may include such items as: legal fees, mailing/shipping expenses, audit fees and documented Sponsor employee time that is necessary to administer the grant.

Line 2 - Enter amounts pertaining to allowable preliminary expenses. These include such expenses as independent fee estimate preparation, advertising expenses and permits.

Line 3 - Enter amounts directly associated with the acquisition of land, existing structures, and related right-of-way.

Line 4 - Enter fees for architectural engineering basic services.

Line 5 - Enter amounts for architectural engineering special services (e.g. surveys, tests and borings).

Line 6 - Enter fees for inspection, testing and monitoring of construction and related programs.

Line 7 - Enter amounts associated with the development of land where the primary purpose of the grant is land improvement. Site work normally associated with major construction should be excluded from this category and shown on line 11.

Line 8 - Enter the dollar amounts needed to provide relocation advisory assistance, and the net amounts for replacement (last resort) housing. Do not include relocation administration expenses on this Line; include them on Line 1.

Line 9 - Enter the estimated amount of relocation payments to be made to displaced persons, business concerns, and non-profit organizations for moving expenses and replacement housing.

Line 10 - Enter the cost of demolition or removal of improvements on developed land. Reduce the costs on this line by the amount of expected proceeds from the sale of salvage, if so instructed by the Federal grantor agency. Otherwise, show the proceeds on Line 15.

Line 11 - Enter amounts for the actual construction of, addition to or restoration of a facility. Include in this category the amounts of project improvements such as grading, drainage, paving, marking, lighting, buildings, seeding/sodding, etc.

Line 12 - Enter amounts for equipment. Examples include ARFF vehicles, SRE equipment, AWOS equipment, interactive training, NAVAID equipment, etc.)

Line 13 - Enter miscellaneous amounts for items not specifically covered by previous categories.

Line 14 - Enter the sum of Lines 1-13.

Line 15 - Enter the estimated amount of program income that will be earned during the grant period and applied to the program. Examples include vehicle trade-in value, sale of millings resulting from project, credits passed on from contractor, etc. This line may be used to indicate applied liquidated damages.

Line 16 - Enter the difference between Line 14 and Line 15.

Line 17 - Enter the aggregate amount for those items, which are a part of the project but not subject to Federal participation. Refer to Section C, exclusions.

Line 18 - Enter the subtotal sum of Lines 16 and 17. (This is the amount to which the matching share ratio prescribed in program legislation is applied.)

Line 19 - Indicate the total amount of the Federal assistance requested. This value is determined by multiplying the grant participation rate by the amount indicated in line 18.

Line 20 - Indicate the amount of the Grantee's share (from Section D).

Line 21 - Indicate the amount of other shares (from Section D)

Line 22 - Indicate sum of Lines 19, 20 and 21.

SECTION C. EXCLUSIONS

Line 23 a-g - Identify and list those costs which are part of the project cost but are not subject to Federal participation because of program legislation or Federal grantor agency instructions. The total amount on Line g should agree with the amount shown on Line 17 of Section B.

SECTION D. PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE

Line 24 a-g - Show the source of the grantee's share. If cash is not immediately available, specify the actions completed to date and those actions remaining to make cash available under Section E - Remarks. Indicate also the period of time that will be required after execution of the grant agreement to obtain the funds. If there is a non-cash contribution, explain what this contribution will consist of.

Line 24h - Indicate total of Lines 24 a-g. This amount must equal the amount in Section B, Line 20.

Line 25a - Show the amount that will be contributed by a State or state agency, only if the applicant is not a State or state agency. If there is a non-cash or other contribution, explain what the contribution will consist of under Section E - Remarks.

Line 25b - Show the amount that will be contributed from other sources. If there is a non-cash contribution, explain what the contribution will consist of under Section E - Remarks.

Line 25c - Show the total of Lines 25a and 25b. This amount must be the same as the amount shown in Section B, Line 21.

Line 26 - Enter the totals of Lines 24h and 25c.

SECTION E. OTHER REMARKS

Make any remarks pertinent to the project and provide any other information required by these instructions or the grantor agency. Attach additional sheets, if necessary.

PART IV – Program Narrative

Prepare the program narrative statement in accordance with the following instructions for all new grant programs. Requests for supplemental assistance should be responsive to Item 5b only. Requests for continuation or refunding or other changes of an approved project should be responsive to Item 5c only.

1. OBJECTIVES AND NEED FOR THIS ASSISTANCE

Provide a short and concise description of the proposed improvement. Include a narrative on why this improvement is needed.

2. RESULTS OR BENEFITS EXPECTED

Identify results and benefits to be derived. For example, include a description of who will occupy the facility and show how the facility will be used. For land acquisition or development projects, explain how the project will benefit the public.

3. APPROACH

- a. Outline a plan of action pertaining to the scope and detail of how the Sponsor proposes to accomplish the work.
- b. Cite factors, which might accelerate or decelerate the work, and your reason for taking this approach as opposed to others. Describe any unusual features of the project such as construction approach, reductions in cost or time or extraordinary social and community involvements.
- c. Provide projections of project milestone dates. As a minimum, identify target dates for defining project costs (i.e. bid opening or completion of negotiations), anticipated issuance of notice-to-proceed and anticipated project completion date.
- d. Identify monitoring and oversight mechanisms the Sponsor proposes to implement.
- e. List key individuals and entities such as consultant, Sponsor personnel and contractor who will work on the project. Provide a short description of the nature of their effort or contribution.

4. GEOGRAPHIC LOCATION

Identify location of the project. This will typically be the name of the airport.

5. IF APPLICABLE, PROVIDE THE FOLLOWING INFORMATION:

- a. Describe the relationship between this project and other work planned, anticipated or underway under the Federal Assistance listed under Part II, Section A, Item 5.
- b. Explain the reason for all requests for supplemental assistance and justify the need for additional funding.
- c. If there have been significant changes in the project objectives, location, approach or time delays, explain and justify. For other requests for changes or amendments, explain the reason for the change(s). If the scope, budget, or objectives have changed or an extension of time is necessary, explain the circumstances and justify.

6. SPONSOR'S REPRESENTATIVE

Identify contact information of Sponsor's representative.

Application for Federal Assistance (Development and Equipment Projects)

PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A	
The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.	
Item 1. Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Item 2. Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Item 3. Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 4. Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s).	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 5. Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
<input type="checkbox"/> The project is included in an <i>approved</i> PFC application. If included in an approved PFC application, does the application <i>only</i> address AIP matching share? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> The project is included in another Federal Assistance program. Its CFDA number is below.	
Item 6. Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply:	
<input type="checkbox"/> De Minimis rate of 10% as permitted by 2 CFR § 200.414.	
<input type="checkbox"/> Negotiated Rate equal to	% as approved by _____ (the Cognizant Agency) on _____ (Date) (2 CFR part 200, appendix VII).
<i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	

PART II - SECTION B

Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

The City works with the County to maintain land use protections around the airport.

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

None

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

None

4. Consistency with Local Plans – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

The City of Forks completed an FAA approved Airport Master Plan for UIL that has been coordinated with State/County

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

Yes - Maintains the existing airport infrastructure at UIL

6. Consultation with Users – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

Yes

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

Not Applicable - Maintenance only project

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

No Applicable - Maintenance only project

PART II – SECTION C (Continued)

9. Exclusive Rights – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

None

10. Land – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

The sponsor maintains property interest as depicted within the property table on the Exhibit A property map dated 02/20/2024 and filed with the FAA.

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

Yes

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit "A". [1]

Yes

¹ State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL	
1. Assistance Listing Number:	3-53-0168-012-2025
2. Functional or Other Breakout:	

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	Latest Approved Amount (Use only for revisions)	Adjustment + or (-) Amount (Use only for revisions)	Total Amount Required
1. Administration expense	\$ 5,000		\$ 5,000
2. Preliminary expense			
3. Land, structures, right-of-way	310,789		310,789
4. Architectural engineering basic fees			
5. Other Architectural engineering fees			
6. Project inspection fees			
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			
12. Equipment			
13. Miscellaneous			
14. Subtotal (Lines 1 through 13)	\$ 315,789		\$ 315,789
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			
17. Less: Ineligible Exclusions (Section C, line 23 g.)			
18. Subtotal (Lines 16 through 17)			
19. Federal Share requested of Line 18	300,000		300,000
20. Grantee share	15,789		15,789
21. Other shares			
22. TOTAL PROJECT (Lines 19, 20 & 21)	\$ 315,789		\$ 315,789

SECTION C – EXCLUSIONS	
23. Classification (Description of non-participating work)	Amount Ineligible for Participation
a.	
b.	
c.	
d.	
e.	
f.	
g. Total	

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE	
24. Grantee Share – Fund Categories	Amount
a. Securities	\$ 7,895
b. Mortgages	
c. Appropriations (by Applicant)	
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. TOTAL - Grantee share	
25. Other Shares	Amount
a. State	7,894
b. Other	
c. TOTAL - Other Shares	
26. TOTAL NON-FEDERAL FINANCING	\$ 15,789

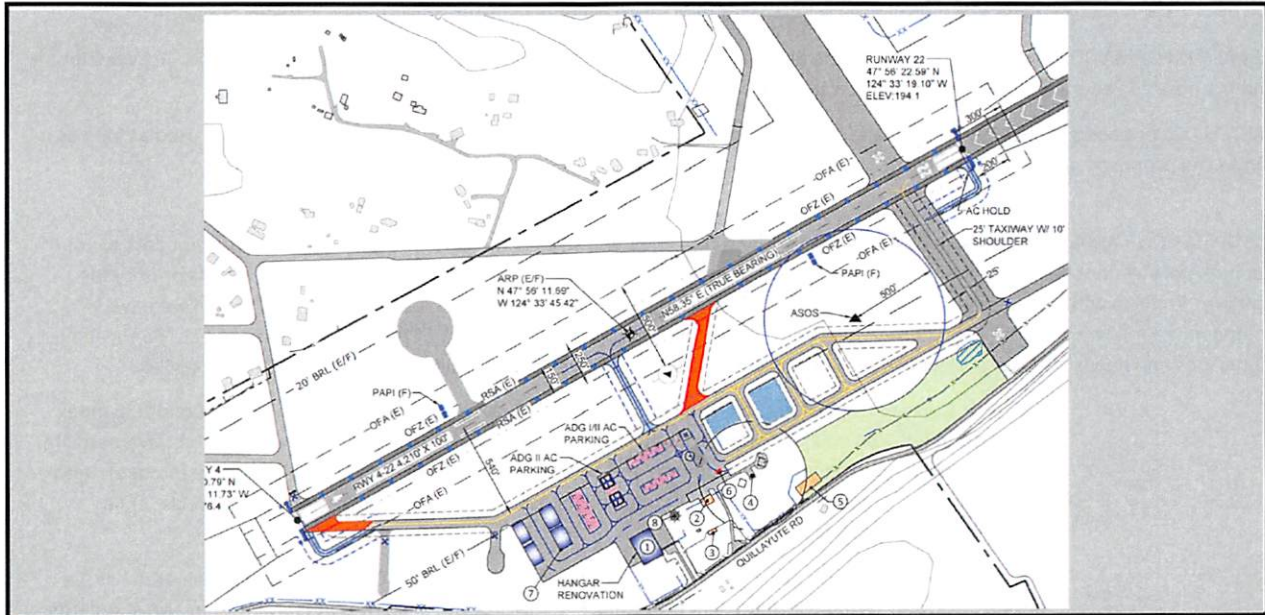
SECTION E – REMARKS (Attach sheets if additional space is required)

PART IV – PROGRAM NARRATIVE
(Suggested Format)

PROJECT: Reseal Runway, Taxiway and Apron and Replace Gate (PH 1 design)
AIRPORT: Quillayute Airport
1. Objective: Phase 1 Design - Crackfill, Sealcoat, Repaint Markings on Runway, Connector Taxiways, Parallel Taxiway, and Main Apron. Replace Access Gate.
2. Benefits Anticipated: Ongoing maintenance to preserve the pavement at UIL.
3. Approach: (See approved Scope of Work in Final Application) This is the first phase of the project to design the pavement maintenance to be completed at UIL. Full details to be included in the scope.
4. Geographic Location: City of Forks, Washington
5. If Applicable, Provide Additional Information:
6. Sponsor's Representative: (include address & telephone number) Tim Fletcher, Mayor timf@forkswashington.org; 360-374-5412

CIP DATA SHEET

AIRPORT	Quillayute Airport	LOCID	UIL	LOCAL PRIORITY	1 - HIGH
PROJECT DESCRIPTION	Reseal Runway, Taxiway and Apron and Replace Gate (PH 1 design)	PLANNED YEAR TO CONSTRUCT		2025	



JUSTIFICATION: 3-53-0168-012-2025

The project includes crackfill, sealcoat, and new markings on the runway, taxiways, and apron area. The project also includes replacement of the access gate.

COST ESTIMATE:

ADMINISTRATION:	\$ 5000	1. Construction	\$ 0		4 \$
ENGINEERING:	\$ 310,789	2	\$ 0		5 \$
INSPECTION:	\$	3	\$ 0		TOTAL: \$ 305,000

Federal (%) \$ 300000	State \$ 7895	Local (%) \$ 7894
SPONSOR VERIFICATION:	Date (see instruction sheet or attached comments for more information)	
For each and every project as applicable	2023	-Date of approved ALP with project shown
	N/A	-Date of environmental determination (ROD, FONSI, CatEx)
	N/A	-Date of land acquisition or signed purchase agreement
	N/A	-Date of pavement maintenance program
	N/A	-Date of Benefit Cost Analysis (BCA) as required

SPONSOR'S SIGNATURE: _____ DATE: 04/30/2025

PRINTED NAME: Rod Fleck TITLE: City Attorney & Airport Manager

PHONE NUMBER: 360.374.5412 EMAIL: rod@forkswashington.org

FAA USE ONLY

PREAPP NUMBER	GRANT NUMBER	NPIAS CODE	WORK CODE	FAA PRIORITY	FEDERAL \$
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**INSTRUCTIONS FOR COMPLETING
CAPITAL IMPROVEMENT PLAN DATA SHEET**

A Capital Improvement Plan (CIP) Data Sheet must be submitted for each major work item that is requesting Federal assistance over the next 5 years. Submittal of this information is necessary to effectively administer the Airport Improvement Program.

HEADER INFORMATION - Include the name of the airport, the LOCID, the local priority of the requested work, the project description and the desired Federal fiscal year (October 1st to September 30th) that you desire the project.

SKETCH - Color-coded sketch that depicts and identifies the scope of the proposed project. An aerial photo can be used as long as it shows the proposed project information.

JUSTIFICATION - Answers the questions of what it is, why is it needed and what is the benefit. This is a very important part of your Capital Improvement Plan. The information is required to accurately determine the eligibility of your project and its priority for funding. Projects without adequate justification cannot be added to the CIP. To help you prepare solid justification we have compiled the following list of suggestions, which you can use to support your assessment of the need for this project. Be sure to list all reasons and needs for your project and include a detailed description of existing conditions. Use extra pages if needed.

- For pavement rehabilitation include the age of the pavement, distresses, Pavement Condition Index (PCI) Rating (may be able to obtain this info from ODA), or any other factor that would affect pavement life. Include type of pavement (apron, runway) and dimensions (linear feet and width or square footage). Also include what you have done to maintain the pavement over its lifetime and the date of the last major rehabilitation (i.e. overlays, sealcoats, etc.)
- New taxiways/taxilanes – what will this taxiway/taxilane serve? Does it serve a hangar area? Is it a parallel taxiway? What width are you proposing? If you propose a width that is wider than FAA standards, indicate how that additional pavement will be funded.
- For Apron Expansion indicate the current size of the apron and what you plan to add. Indicate why you need more apron space and how the apron area will be used (tie down area, etc).
- For fencing projects – indicate the height of the fence and lineal footage. Also, explain why the fence is needed (i.e. deer fencing, security, etc)
- Land acquisition explain what the land is needed for – approach protection? Development such as a new hangar area? Also include if it is fee or easement. Include parcel numbers and acreage of those parcels. Please state if residences or businesses will be acquired.
- For Arrival/Departure Building, provide what type of facility you currently have and what you plan to build (square footage, types of rooms)

COST ESTIMATE - The estimate of total cost including the Federal, State and Local shares. For first year projects, attach a detailed cost estimate showing unit costs; aggregate in square yards (S.Y.), concrete paving in square yards (S.Y.) and asphaltic paving in tons. Separate the costs for land acquired in fee and land acquired in easement. Note if the project is dependent on other sources of funding (i.e. other agency grants)

SPONSOR VERIFICATION - The verification that the project is properly planned and is ready to "go" within the first year of the CIP for applicable projects. Except for equipment acquisition, proposed development and land acquisition must be shown on an approved ALP, have cleared environmental processing, and the land already acquired or have a signed purchase agreement. These requirements must be completed before a project can be considered for upcoming year funding. For the 2nd and 3rd years of the CIP program, the sponsor should be working towards satisfying these requirements. Date each item verifying that all project requirements are satisfied (check marks are not acceptable).