

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

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.

0:27 **ROLL CALL**

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

MODIFICATIONS/APPROVAL OF AGENDA

0:48 **Motion** to approve the agenda as presented by Wood, second Coleman, motion carried.

PUBLIC COMMENT

1:09 Lissy Andros, Director Forks Chamber of Commerce, thanked the City crew for repairing and replacing their banners, and for the help closing Forks Ave for trick-or-treating.

ACTION ITEMS

1. Minutes of Regular Meeting held October 13, 2025

2:10 **Motion** to approve minutes of the Regular Meeting held October 13, 2025 by Patel, second Soha, motion carried 3–0 with Wood abstaining.

2. Expenditures

2:35 **Motion** to approve payroll checks 44950 through 44965 in the amount of \$80,668.89, manual check 44966 in the amount of \$1,547,229.35, and claim checks 44967 through 45005 and EFTs as included in the total amount of \$237,041.65 by Wood, second Patel, motion carried.

3. August 2025 Treasurer's Report

3:50 **Motion** to approve the August 2025 Treasurer's Report by Soha, second Coleman, motion carried.

4. Vertical Bridge Lease Amendment Second Option

4:20 Attorney/Planner Fleck explained the second amendment to the original Option and Lease Agreement and the second amendment to the original Memorandum of Option to Lease.

5:17 **Motion** to accept the second amendment to the Option and Lease Agreement and the second amendment to the Memorandum of Option to Lease by Wood, second Patel, motion carried 3–0 with Soha abstaining.

DISCUSSION ITEMS

5:57 1. 3rd Quarter Reports: Sales & Lodging Tax, Building Permits, Jail Statistics, Visitor Information Center Statistics

Clerk/Treasurer DePew and Chief Rowley made brief comments on their reports as Council reviewed them. Coleman asked Chief Rowley how much longer the jail can operate under the current conditions. Chief Rowley said it can't be sustained for years on end, and explained the cost and disadvantages of not having a jail. Discussion ensued.

2. Council Member Reports

10:38 **Council Member Coleman** said the Pacific Salmon Coalition reached out regarding their application for lodging tax funds for next year's Fish 'n Brew.

3. Staff Reports

23:45 **Public Works Director Hampton** reported work on E Street is progressing, and that the road should be open again soon. He said there is still a lot of work to do before the E Street overlay and pedestrian infrastructure project begins next summer.

24:39 **Police Chief Rowley** said the cold weather is here, and suggested people keep their vehicles well maintained, and blankets, flashlights, and other emergency equipment in their cars, especially if they're driving for any length of time.

25:10 **Attorney/Planner Fleck** reported having attended the Washington State Association of Municipal Attorneys' annual conference, and that he is still working with the FAA on the runway rehab grant for Quillayute Airport. He also reported on the recent Planning Commission meeting, at which a public hearing on the GMA Comprehensive Plan was to be held, but could not, due to technical issues. He said it will be rescheduled for November. He also said there will soon be three open seats on the Planning Commission as two members are retiring and a third is unable to continue due to work conflicts.

4. Mayor's Report

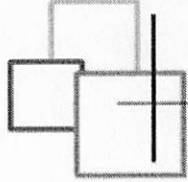
28:11 Mayor Fletcher said he is looking forward to the holidays.

5. ADJOURNMENT

28:35 **Motion** to adjourn by Soha, second Wood, motion carried. Meeting adjourned at 7:58 p.m.

Tim Fletcher, Mayor

Caryn DePew, Clerk/Treasurer



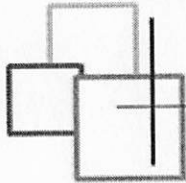
Voucher Directory

Fiscal: : 2025 - October

Council Date: : 2025 - October - Manuals Second Council

Vendor	Number	Reference	Account Number	Description	Amount
Clallam County PUD	45006	102025/PUD	2025 - October - Manuals Second Council		
			PUD		
			001-000-000-512-52-47-00	PUD Services	\$277.89
			001-000-000-514-23-47-00	PUD Services	\$196.17
			001-000-000-521-20-47-00	PUD Services	\$326.95
			001-000-000-523-61-47-00	PUD Services	\$375.99
			001-000-000-576-80-47-00	PUD Services	\$90.55
			001-000-000-576-80-47-00	PUD Services	\$56.92
			001-000-000-576-80-47-71	PUD Services	\$82.43
			001-000-000-576-80-47-72	PUD Services	\$95.56
			001-000-000-576-80-47-73	PUD Services	\$124.13
			101-000-000-542-31-47-00	PUD Services	\$70.63
			101-000-000-542-31-47-00	PUD Services	\$695.54
			101-000-000-542-31-47-00	PUD Services	\$200.98
			101-000-000-542-31-47-00	PUD Services	\$68.65
			150-000-000-547-10-47-01	PUD Services	\$247.88
			400-000-000-534-80-47-00	PUD Services	\$228.86
			400-000-000-534-80-47-00	PUD Services	\$57.85
			400-000-000-534-80-47-00	PUD Services	\$657.71
			400-000-000-534-80-47-41	PUD Services	\$1,092.50
			400-000-000-534-80-47-42	PUD Services	\$866.04
			400-000-000-534-80-47-44	PUD Services	\$80.38
			400-000-000-534-80-47-46	PUD Services	\$123.70

Vendor	Number	Reference	Account Number	Description	Amount
			402-000-000-535-80-47-00	PUD Services	\$81.74
			402-000-000-535-80-47-50	PUD-Biosolids Bldg	\$872.29
			402-000-000-535-80-47-51	PUD-Pump Station	\$119.27
			402-000-000-535-80-47-52	PUD-Lab	\$1,656.10
			410-000-000-546-10-47-00	PUD Services	\$142.55
			410-000-000-552-10-47-00	PUD Services	\$147.13
			410-000-000-552-50-47-00	PUD Services	\$221.08
			410-000-000-575-50-47-00	PUD Services	\$394.14
			412-000-000-546-10-47-00	PUD Services	\$53.73
			412-000-000-546-10-47-00	PUD Services	\$115.95
			412-000-000-546-10-47-00	PUD Services	\$62.83
		Total 102025/PUD			\$9,884.12
	Total 45006				\$9,884.12
Total Clallam County PUD					\$9,884.12
Grand Total		Vendor Count	1		\$9,884.12



Fund Transaction Summary

Transaction Type: Invoice

Fiscal: 2025 - October - Manuals Second Council

Fund Number	Description	Amount
001	General Fund	\$1,626.59
101	Street	\$1,035.80
150	Transit Center Fund	\$247.88
400	Water	\$3,107.04
402	Sewer	\$2,729.40
410	Airport/Industrial Park	\$904.90
412	Quillayute Airport	\$232.51
	Count: 7	\$9,884.12

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.

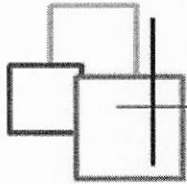
Signed: _____

Title: Accounting Technician

Date: _____

Audited and ordered paid by Forks City Council:

Auditing Committee

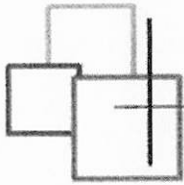


Voucher Directory

Fiscal: : 2025 - November

Council Date: : 2025 - November - Manuals First Council

Vendor	Number	Reference	Account Number	Description	Amount
Robison and Robison					
	45007		2025 - November - Manuals First Council		
		PAC-L1			
			INP Lot 10 Logging		
			410-000-000-552-10-41-00	Professional Services	\$29,617.77
		Total PAC-L1			\$29,617.77
	Total 45007				\$29,617.77
	45008		2025 - November - Manuals First Council		
		PAC-T1			
			INP Lot 10 Logging		
			410-000-000-552-10-41-00	Professional Services	\$19,665.72
		Total PAC-T1			\$19,665.72
	Total 45008				\$19,665.72
Total Robison and Robison					\$49,283.49
Grand Total		Vendor Count	1		\$49,283.49



Fund Transaction Summary

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

Fund Number	Description	Amount
410	Airport/Industrial Park	\$49,283.49
	Count: 1	\$49,283.49

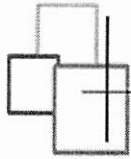
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

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Date: _____

Audited and ordered paid by Forks City Council:

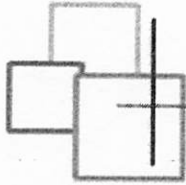
Auditing Committee



Register

Number	Name	Fiscal Description	Amount
<u>45009</u>	Sharlon R. Carmody	2025 - November - First Council Date	\$1,550.28
<u>45010</u>	AFLAC Remittance Processing	2025 - November - First Council Date	\$21.00
<u>45011</u>	AWC Employee Benefit Trust	2025 - November - First Council Date	\$49,187.25
<u>45012</u>	AWC Life Ins - Supplemental	2025 - November - First Council Date	\$36.20
<u>45013</u>	Department of Employment Security	2025 - November - First Council Date	\$168.41
<u>45014</u>	Dept of Labor & Industry	2025 - November - First Council Date	\$2,245.38
<u>45015</u>	Dept of Retirement - Def Comp	2025 - November - First Council Date	\$675.46
<u>45016</u>	Dept of Retirement - Def Comp - Roth	2025 - November - First Council Date	\$61.69
<u>45017</u>	Dept of Retirement Systems-LEOFF	2025 - November - First Council Date	\$2,008.74
<u>45018</u>	Dept of Retirement Systems-PERS 2	2025 - November - First Council Date	\$4,591.64
<u>45019</u>	Dept of Retirement Systems-PERS 3	2025 - November - First Council Date	\$592.35
<u>45020</u>	Dept of Retirement Systems-PSERS	2025 - November - First Council Date	\$1,949.73
<u>45021</u>	EFTPS	2025 - November - First Council Date	\$20,351.39
<u>45022</u>	Employment Security Dept - PFML	2025 - November - First Council Date	\$553.99
<u>45023</u>	HRA Veba Trust	2025 - November - First Council Date	\$1,062.65
<u>45024</u>	Northwest Administrators	2025 - November - First Council Date	\$3,362.10
<u>45025</u>	Teamsters Local 589	2025 - November - First Council Date	\$274.00
<u>45026</u>	United Way	2025 - November - First Council Date	\$37.00
<u>45027</u>	WA Cares	2025 - November - First Council Date	\$343.96
<u>Direct Deposit Run -</u> <u>11/5/2025</u>	Payroll Vendor	2025 - November - First Council Date	\$61,130.71

\$150,203.93



Fund Transaction Summary

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

Fund Number	Description	Amount
001	General Fund	\$77,679.39
101	Street	\$10,345.95
140	Lodging Tax Fund	\$547.99
150	Transit Center Fund	\$671.73
400	Water	\$37,364.39
402	Sewer	\$15,065.67
410	Airport/Industrial Park	\$8,528.81
	Count: 7	\$150,203.93

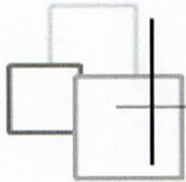
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

Council Date : 2025 - November - First Council Date

Vendor	Number	Reference	Account Number	Description	Amount
Backwoods Custom Design and Apparel					
	45028		2025 - November - First Council Date		
		10035			
			Reflective Shirts		
			101-000-000-542-31-31-00	Operating Supplies	\$68.42
			400-000-000-534-80-31-00	Operating Supplies	\$205.24
			402-000-000-535-80-31-00	Operating Supplies	\$182.46
		Total 10035			\$456.12
	Total 45028				\$456.12
Total Backwoods Custom Design and Apparel					\$456.12
C C District Court II					
	45029		2025 - November - First Council Date		
		112025/CCDC2			
			Cases Filed		
			001-000-000-512-52-41-02	Cases Filed	\$1,261.00
		Total 112025/CCDC2			\$1,261.00
	Total 45029				\$1,261.00
Total C C District Court II					\$1,261.00
Carradine, Tim					
	45030		2025 - November - First Council Date		
		7516			
			IT Services		
			001-000-000-514-23-41-00	Professional Services	\$335.00

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-41-00	Professional Services	\$545.93
			402-000-000-535-80-41-00	Professional Services	\$186.12
			410-000-000-546-10-41-00	Professional Services	\$173.71
		Total 7516			\$1,240.76
		7517			
			IT Services		
			001-000-000-521-20-48-28	Computer Repair	\$271.50
			001-000-000-523-61-48-17	Computer Repair	\$271.50
		Total 7517			\$543.00
	Total 45030				\$1,783.76
Total Carradine, Tim					\$1,783.76

City of Forks - Water

45031

2025 - November - First Council Date

112025/Water

Water

001-000-000-512-52-47-01	Water Services	\$77.71
001-000-000-514-23-47-01	Water	\$54.86
001-000-000-521-20-47-01	Water	\$91.43
001-000-000-523-61-47-01	Water	\$105.14
001-000-000-523-61-47-01	Water	\$89.37
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	\$357.22
001-000-000-576-80-47-01	Water	\$97.81
101-000-000-542-31-47-01	Water	\$4.47
140-000-000-557-30-47-01	VIC/Museum Water	\$55.18
150-000-000-547-10-47-00	Water	\$102.05
400-000-000-534-80-47-01	Water	\$64.00
400-000-000-534-80-47-01	Water	\$84.90
402-000-000-535-80-47-01	Water	\$1,677.46
402-000-000-535-80-47-01	Water	\$22.86
410-000-000-552-10-47-01	Water	\$41.14
410-000-000-552-50-47-01	Water	\$89.37

Vendor	Number	Reference	Account Number	Description	Amount
			410-000-000-575-50-47-01	Water	\$226.46
		Total 112025/Water			\$3,369.07
	Total 45031				\$3,369.07
Total City of Forks - Water					\$3,369.07
Clallam Public Defender					
45032			2025 - November - First Council Date		
		112025/Public Defender			
		Public Defender Services			
		001-000-000-512-52-41-00	Public Defender		\$2,833.33
		Total 112025/Public Defender			\$2,833.33
	Total 45032				\$2,833.33
Total Clallam Public Defender					\$2,833.33
Clearly Communications					
45033			2025 - November - First Council Date		
		INV762993			
		Acct. SBN112650 VOIP Telephone Service			
		001-000-000-514-23-42-00	Communications		\$73.03
		001-000-000-521-20-42-00	Communication		\$36.78
		001-000-000-523-61-42-00	Communication		\$36.78
		400-000-000-534-80-42-00	Communication		\$112.15
		402-000-000-535-80-42-00	Communication		\$39.12
		410-000-000-546-10-42-00	Communication		\$36.51
		Total INV762993			\$334.37
	Total 45033				\$334.37
Total Clearly Communications					\$334.37
Decker City Hardware Inc					
45034			2025 - November - First Council Date		
		112025/CIT001			
		Supplies			
		001-000-000-521-20-31-30	Misc. Supplies		\$20.62
		001-000-000-523-61-31-00	Operating Supplies		\$27.68

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-523-61-48-00	Repair & Maintenance	\$371.59
			001-000-000-523-61-48-00	Repair & Maintenance	\$10.85
			001-000-000-523-61-48-00	Repair & Maintenance	\$16.92
			001-000-000-523-61-48-00	Repair & Maintenance	\$16.28
			001-000-000-523-61-49-00	Misc	\$2.69
			400-000-000-534-80-31-00	Operating Supplies	\$13.56
			400-000-000-534-80-31-00	Operating Supplies	\$13.02
			400-000-000-534-80-31-00	Operating Supplies	\$3.45
			400-000-000-534-80-31-00	Operating Supplies	\$88.92
			400-000-000-534-80-31-00	Operating Supplies	\$18.56
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$53.19
			402-000-000-535-80-31-00	Operating Supplies	\$44.90
			402-000-000-535-80-31-00	Operating Supplies	\$19.09
			402-000-000-535-80-31-00	Operating Supplies	\$2.15
			402-000-000-535-80-31-00	Operating Supplies	\$11.37
			402-000-000-535-80-31-00	Operating Supplies	\$13.56
			402-000-000-535-80-31-00	Operating Supplies	\$20.73
		Total 112025/CIT001			\$769.13
	Total 45034				\$769.13
Total Decker City Hardware Inc					\$769.13
Dressel, Joel					
	45035			2025 - November - First Council Date	
		INV0033			
			Far West Sprinkler System		
			001-000-000-558-50-41-02	Plan Reviews	\$76.69
		Total INV0033			\$76.69
		INV0034			
			Grandview Deck 640 S Forks Ave.		
			001-000-000-558-50-41-02	Plan Reviews	\$62.01
		Total INV0034			\$62.01
	Total 45035				\$138.70
Total Dressel, Joel					\$138.70

Vendor	Number	Reference	Account Number	Description	Amount
Ferguson Enterprises, Inc.	45036	2025 - November - First Council Date			
		0092431			
			E Street Water Main		
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$3,766.47
		Total 0092431			\$3,766.47
		0094696-1			
			E Street Water Main		
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$2,044.94
		Total 0094696-1			\$2,044.94
		0095352			
			E Street Water Main		
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$19,191.30
		Total 0095352			\$19,191.30
		0096380-1			
			E Street Water Main		
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$4,299.03
		Total 0096380-1			\$4,299.03
		0096773			
			Meter Parts for Homestead		
			400-000-000-534-80-34-10	Water Meters	\$4,377.86
		Total 0096773			\$4,377.86
		0096775			
			Meter Parts for Homestead		
			400-000-000-534-80-34-10	Water Meters	\$7,237.60
		Total 0096775			\$7,237.60
	Total 45036				\$40,917.20
Total Ferguson Enterprises, Inc.					\$40,917.20
Pacific Coast Salmon Coalition	45037	2025 - November - First Council Date			
		102025/PC Salmon Coal.			
			2025 LT Award		
			140-000-000-557-30-49-15	Pacific Coast Salmon Coalition	\$500.00

Vendor	Number	Reference	Account Number	Description	Amount
			Total 102025/PC Salmon Coal.		\$500.00
	Total 45037				\$500.00
Total Pacific Coast Salmon Coalition					\$500.00
Pacific Forest Mgmt Inc					
	45038		2025 - November - First Council Date		
		8379	Division Street Culvert		
			101-000-000-542-31-41-00	Professional Services	\$810.09
		Total 8379			\$810.09
		8402	Timber Sale Lot 10		
			410-000-000-552-10-41-00	Professional Services	\$3,185.35
		Total 8402			\$3,185.35
	Total 45038				\$3,995.44
Total Pacific Forest Mgmt Inc					\$3,995.44
Pacific Office Equipment Inc.					
	45039		2025 - November - First Council Date		
		1168388	Copier		
			001-000-000-515-31-31-00	Operating Supplies	\$40.50
			001-000-000-558-61-31-00	Operating Supplies	\$40.50
			101-000-000-542-31-31-00	Operating Supplies	\$40.51
			400-000-000-534-80-31-00	Operating Supplies	\$121.51
			402-000-000-535-80-31-00	Operating Supplies	\$81.00
			410-000-000-552-10-31-00	Operating Supplies	\$81.00
		Total 1168388			\$405.02
		1168389	Copier		
			001-000-000-523-61-31-00	Operating Supplies	\$19.27
		Total 1168389			\$19.27
	1168390		Copier		

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-521-20-31-00	Operating Supplies	\$55.26
		Total 1168390			\$55.26
	Total 45039				\$479.55
Total Pacific Office Equipment Inc.					\$479.55
Plumley, William L.					
	45040		2025 - November - First Council Date		
		835536			
			Interpreter Services		
			001-000-000-521-20-41-11	Interpreter	\$260.00
		Total 835536			\$260.00
	Total 45040				\$260.00
Total Plumley, William L.					\$260.00
Rice, Granville					
	45041		2025 - November - First Council Date		
		112025/Rice			
			MC Preimum		
			001-000-000-521-20-41-15	Rice	\$185.00
		Total 112025/Rice			\$185.00
	Total 45041				\$185.00
Total Rice, Granville					\$185.00
SHKS Architects PS Inc.					
	45042		2025 - November - First Council Date		
		24954			
			Quill. Hanger Rehab.		
			412-000-000-546-10-41-02	Airport Master Plan	\$9,945.00
		Total 24954			\$9,945.00
	Total 45042				\$9,945.00
Total SHKS Architects PS Inc.					\$9,945.00
Thin Line LLC					
	45043		2025 - November - First Council Date		

Vendor	Number	Reference	Account Number	Description	Amount
		INV-2021156			
			2 Car Gun Mounts		
			001-000-000-521-20-48-33	2018 Explorer 63456D/Verplank	\$740.52
			001-000-000-521-20-48-35	2018 Explorer 63457D/Rakoz	\$740.52
		Total INV-2021156			\$1,481.04
	Total 45043				\$1,481.04
Total Thin Line LLC					\$1,481.04

US Bank	45044	2025 - November - First Council Date			
		112025/US Bank			
			Credit Cards		
			001-000-000-514-23-21-00	FICA	\$10.69
			001-000-000-514-23-31-00	Operating Supplies	\$2.88
			001-000-000-514-23-31-00	Operating Supplies	\$28.68
			001-000-000-514-23-41-00	Professional Services	\$49.41
			001-000-000-514-23-41-00	Professional Services	\$21.45
			001-000-000-514-23-43-00	Travel	\$97.30
			001-000-000-514-23-43-00	Travel	\$371.04
			001-000-000-514-23-43-11	Training	\$45.00
			001-000-000-514-23-43-11	Training	\$6.75
			001-000-000-515-31-43-00	Travel	\$5.50
			001-000-000-515-31-43-00	Travel	\$249.98
			001-000-000-521-20-31-00	Operating Supplies	\$3.21
			001-000-000-521-20-31-00	Operating Supplies	\$31.98
			001-000-000-521-20-31-14	Equipment < \$4,000	\$336.62
			001-000-000-521-20-41-00	Professional Services	\$55.12
			001-000-000-521-20-41-00	Professional Services	\$23.93
			001-000-000-521-20-42-41	Postage	\$42.50
			001-000-000-523-61-31-00	Operating Supplies	\$91.20
			001-000-000-523-61-31-00	Operating Supplies	\$2.99
			001-000-000-523-61-31-00	Operating Supplies	\$76.14
			001-000-000-523-61-31-05	Inmate Welfare & Concessions	\$88.94
			001-000-000-523-61-41-00	Professional Services	\$22.28

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-523-61-41-00	Professional Services	\$51.32
			001-000-000-523-61-43-00	Travel	\$38.93
			001-000-000-523-61-43-11	Training/tuition	\$259.00
			001-000-000-523-61-48-12	Building Maintenance	\$1,686.97
			001-000-000-523-61-48-12	Building Maintenance	\$232.99
			001-000-000-558-61-42-41	Postage	\$8.60
			001-000-000-576-80-31-00	Operating Supplies	\$8.83
			101-000-000-542-31-31-00	Operating Supplies	\$0.88
			101-000-000-542-31-31-00	Operating Supplies	(\$148.65)
			101-000-000-542-31-41-00	Professional Services	\$6.60
			101-000-000-542-31-41-00	Professional Services	\$15.20
			101-000-000-542-31-43-00	Travel	\$158.50
			400-000-000-534-80-31-00	Operating Supplies	\$82.40
			400-000-000-534-80-31-00	Operating Supplies	\$72.16
			400-000-000-534-80-31-00	Operating Supplies	\$7.19
			400-000-000-534-80-31-00	Operating Supplies	\$25.04
			400-000-000-534-80-31-00	Operating Supplies	\$17.43
			400-000-000-534-80-31-00	Operating Supplies	\$65.31
			400-000-000-534-80-41-00	Professional Services	\$123.53
			400-000-000-534-80-41-00	Professional Services	\$53.63
			400-000-000-534-80-41-10	CDL Physicals	\$180.00
			400-000-000-534-80-41-43	Training	\$11.00
			400-000-000-534-80-43-00	Travel	\$1,284.39
			400-000-000-534-80-43-00	Travel	\$158.49
			400-000-000-534-80-43-00	Travel	\$604.64
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$403.55
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$3,994.13
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$4,018.05
			402-000-000-535-80-31-00	Operating Supplies	\$6.16
			402-000-000-535-80-31-00	Operating Supplies	\$2.77
			402-000-000-535-80-31-00	Operating Supplies	\$5.94
			402-000-000-535-80-31-00	Operating Supplies	\$27.57
			402-000-000-535-80-31-00	Operating Supplies	\$33.92
			402-000-000-535-80-31-00	Operating Supplies	\$200.63

Vendor	Number	Reference	Account Number	Description	Amount
			402-000-000-535-80-31-01	Biosolids-Supplies	\$619.91
			402-000-000-535-80-32-00	Fuel	\$30.88
			402-000-000-535-80-41-00	Professional Services	\$20.63
			402-000-000-535-80-41-00	Professional Services	\$165.00
			402-000-000-535-80-41-00	Professional Services	\$47.51
			402-000-000-535-80-41-52	Testing	\$1,011.00
			402-000-000-535-80-41-52	Testing	\$75.00
			402-000-000-535-80-41-53	Training	\$106.00
			402-000-000-535-80-41-53	Training	\$3.75
			402-000-000-535-80-43-00	Travel	\$206.14
			402-000-000-535-80-43-00	Travel	\$158.49
			402-000-000-535-80-43-00	Travel	\$428.13
			410-000-000-546-10-31-00	Operating Supplies	\$5.55
			410-000-000-546-10-31-00	Operating Supplies	\$2.21
			410-000-000-546-10-41-00	Professional Services	\$38.01
			410-000-000-546-10-41-00	Professional Services	\$16.50
			410-000-000-546-10-43-00	Travel	\$97.30
			410-000-000-546-10-43-00	Travel	\$192.39
			410-000-000-546-10-43-11	Training	\$3.50
			410-000-000-575-50-31-00	Operating Supplies	\$119.34
			410-000-000-575-50-31-00	Operating Supplies	\$37.99
			410-000-000-575-50-31-00	Operating Supplies	\$81.64
			410-000-000-575-50-31-00	Operating Supplies	\$18.72
			410-000-000-575-50-48-00	Repair & Maintenance	\$413.48
		Total 112025/US Bank			\$19,259.76
	Total 45044				\$19,259.76
Total US Bank					\$19,259.76
WA Department Of Ecology					
45045					
		2025 - November - First Council Date			
		26-ST0006031-1			
		Annual Permit Water Quality			
		402-000-000-535-80-49-51	Permits		\$3,338.00
		Total 26-ST0006031-1			\$3,338.00

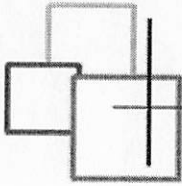
Vendor	Number	Reference	Account Number	Description	Amount
	Total 45045				\$3,338.00
Total WA Department Of Ecology					\$3,338.00
WA Department Of Transportation	45046			2025 - November - First Council Date	
		FB91000004261			
			Fuel		
			001-000-000-521-20-32-00	Fuel/oil	\$1,186.63
			001-000-000-523-61-32-00	Fuel/oil	\$144.32
		Total FB91000004261			\$1,330.95
		FB91000104261			
			Fuel		
			001-000-000-515-31-32-00	Fuel	\$41.82
			001-000-000-521-20-32-00	Fuel/oil	\$31.65
			001-000-000-576-80-32-00	Fuel	\$35.04
			101-000-000-542-31-32-00	Fuel	\$695.89
			400-000-000-534-80-32-00	Fuel	\$995.56
			402-000-000-535-80-32-00	Fuel	\$435.02
			410-000-000-546-10-32-00	Fuel	\$54.98
			410-000-000-552-50-32-00	Fuel	\$25.93
		Total FB91000104261			\$2,315.89
	Total 45046				\$3,646.84
Total WA Department Of Transportation					\$3,646.84
WA Dept Lic Bus Prof Div					
	10292025/CPL EFT			2025 - November - First Council Date	
		10292025/CPL			
			CPL Fees		
			650-000-000-589-30-00-50	State Share Gun Permit/FP Fees	\$288.00
		Total 10292025/CPL			\$288.00
	Total 10292025/CPL EFT				\$288.00
Total WA Dept Lic Bus Prof Div					\$288.00
WA Dept of Corrections					

Vendor	Number	Reference	Account Number	Description	Amount
	45047		2025 - November - First Council Date		
		F191745			
			Inmate Food		
			001-000-000-523-61-31-11	27000groceries-Food	\$2,630.80
		Total F191745			\$2,630.80
		F192398			
			Inmate Food		
			001-000-000-523-61-31-11	27000groceries-Food	\$2,096.40
		Total F192398			\$2,096.40
	Total 45047				\$4,727.20
Total WA Dept of Corrections					\$4,727.20
WA Dept Rev Excise Tax					
	112025/Excise EFT		2025 - November - First Council Date		
		112025/Excise			
			Excise Tax		
			400-000-000-534-80-47-43	Excise Tax	\$6,456.73
			402-000-000-535-80-47-53	Excise Tax	\$1,760.81
			650-000-000-589-30-00-39	Sales Tax	\$3.88
			650-000-000-589-30-00-80	Excise Tax - Water	\$387.40
			650-000-000-589-30-00-90	Excise Tax - Sewer	\$105.30
		Total 112025/Excise			\$8,714.12
	Total 112025/Excise EFT				\$8,714.12
Total WA Dept Rev Excise Tax					\$8,714.12
WA State Patrol					
	45048		2025 - November - First Council Date		
		I2602454			
			Fingerprints		
			650-000-000-589-30-00-50	State Share Gun Permit/FP Fees	\$36.00
		Total I2602454			\$36.00
	Total 45048				\$36.00
Total WA State Patrol					\$36.00

Vendor	Number	Reference	Account Number	Description	Amount
Walter E. Nelson Co.					
	45049		2025 - November - First Council Date		
		1091622			
			Chlorine		
			400-000-000-534-80-31-44	Building Maintenance	\$567.13
		Total 1091622			\$567.13
	Total 45049				\$567.13
Total Walter E. Nelson Co.					\$567.13
West					
	45050		2025 - November - First Council Date		
		852744381			
			Subscription		
			001-000-000-515-31-31-01	Books, Subscriptions	\$88.53
			001-000-000-558-61-31-01	Books, Subscriptions	\$88.53
			400-000-000-534-80-31-00	Operating Supplies	\$177.00
			410-000-000-552-10-31-00	Operating Supplies	\$177.00
		Total 852744381			\$531.06
	Total 45050				\$531.06
Total West					\$531.06
West Coast Mechanical Solutions					
	45051		2025 - November - First Council Date		
		20411			
			Semi Annual Maint.-RAC		
			410-000-000-575-50-48-00	Repair & Maintenance	\$628.79
		Total 20411			\$628.79
		20412			
			Semi Annual Maint. City Hall		
			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
			410-000-000-546-10-48-00	Repair & Maintenance	\$206.32
		Total 20412			\$1,473.70

Vendor	Number	Reference	Account Number	Description	Amount
		20413			
			Semi Annual Maint.-ICN		
			410-000-000-552-50-48-00	Repair & Maintenance	\$1,089.80
		Total 20413			\$1,089.80
		20414			
			Semi Annual Maint.-Transit		
			150-000-000-547-10-48-00	Repair And Maintenance	\$736.85
		Total 20414			\$736.85
		20450			
			Jail HVAC Repairs		
			001-000-000-523-61-48-05	Repairs-HVAC	\$439.83
		Total 20450			\$439.83
	Total 45051				\$4,368.97
Total West Coast Mechanical Solutions					\$4,368.97
West End Thunder					
	45052		2025 - November - First Council Date		
		102025-2/WE Thunder			
			2025 LT Award		
			140-000-000-557-30-49-09	West End Thunder	\$9,383.04
		Total 102025-2/WE Thunder			\$9,383.04
	Total 45052				\$9,383.04
Total West End Thunder					\$9,383.04
West Waste & Recycling					
	45053		2025 - November - First Council Date		
		369228			
			Refuse		
			001-000-000-521-20-47-18	Refuse	\$146.04
			001-000-000-523-61-47-18	Refuse	\$146.04
			001-000-000-554-31-47-18	Refuse	\$52.85
			101-000-000-542-31-47-18	Refuse	\$418.12
			140-000-000-557-30-49-02	Fourth Of July	(\$248.57)
			400-000-000-534-80-47-18	Refuse	\$520.33

Vendor	Number	Reference	Account Number	Description	Amount
			402-000-000-535-80-47-18	Refuse	\$149.53
			410-000-000-552-50-47-18	Refuse	\$105.70
			410-000-000-575-50-47-18	Refuse	\$150.02
		Total 369228			\$1,440.06
	Total 45053				\$1,440.06
Total West Waste & Recycling					\$1,440.06
West Waste Sanitation					
	45054		2025 - November - First Council Date		
		371566			
			Sanicans		
			410-000-000-546-10-47-18	Sanitation	\$120.00
			412-000-000-546-10-47-18	Sanitation	\$50.00
			Sanican		
		Total 371566			\$170.00
	Total 45054				\$170.00
Total West Waste Sanitation					\$170.00
Whitehead's Auto Parts					
	45055		2025 - November - First Council Date		
		112025/Whitehead's			
			Parts & Supplies		
			101-000-000-542-31-48-81	95 Eight YD Dump 39132D	\$1.17
			400-000-000-534-80-31-00	Operating Supplies	\$10.49
			400-000-000-534-80-31-00	Operating Supplies	\$54.29
			400-000-000-534-80-31-00	Operating Supplies	\$53.46
			400-000-000-534-80-31-00	Operating Supplies	\$32.88
		Total 112025/Whitehead's			\$152.29
	Total 45055				\$152.29
Total Whitehead's Auto Parts					\$152.29
Grand Total		Vendor Count	30		\$125,331.18



Fund Transaction Summary

Transaction Type: Invoice

Fiscal: 2025 - November - First Council Date

Fund Number	Description	Amount
001	General Fund	\$20,283.60
101	Street	\$2,071.20
140	Lodging Tax Fund	\$9,689.65
150	Transit Center Fund	\$838.90
400	Water	\$62,858.87
402	Sewer	\$11,354.67
410	Airport/Industrial Park	\$7,418.71
412	Quillayute Airport	\$9,995.00
650	State Collections	\$820.58
	Count: 9	\$125,331.18

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.

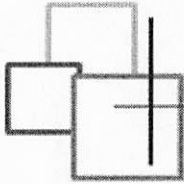
Signed: _____

Title: Accounting Technician

Date: _____

Audited and ordered paid by Forks City Council:

Auditing Committee

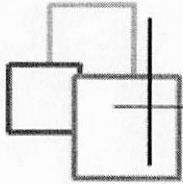


Voucher Directory

Fiscal: : 2025 - October

Council Date: : 2025 - October - Travel Checks

Vendor	Number	Reference	Account Number	Description	Amount
Fleck, Rod					
	3764			2025 - October - Travel Checks	
		10132025/Fleck Travel			
			WSAMA Attorney Conf. - Walla Walla, WA		
			001-000-000-515-31-43-00	Travel	\$133.00
		Total 10132025/Fleck Travel			\$133.00
	Total 3764				\$133.00
Total Fleck, Rod					\$133.00
Hampton, Paul					
	3763			2025 - October - Travel Checks	
		10012025/Hampton Travel			
			IACC Conference-Wenatchee, WA		
			101-000-000-542-31-43-00	Travel	\$43.33
			400-000-000-534-80-43-00	Travel	\$43.34
			402-000-000-535-80-43-00	Travel	\$43.33
		Total 10012025/Hampton Travel			\$130.00
	Total 3763				\$130.00
Total Hampton, Paul					\$130.00
Grand Total		Vendor Count	2		\$263.00



Fund Transaction Summary

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

Fund Number	Description	Amount
001	General Fund	\$133.00
101	Street	\$43.33
400	Water	\$43.34
402	Sewer	\$43.33
	Count: 4	\$263.00

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

PUBLIC NOTICE OF BUDGET HEARINGS & MEETINGS

The preliminary budget for the City of Forks for the year 2026 has been filed with the City Clerk. Copies of the preliminary budget may be requested for pickup at City Hall on or after November 21, 2025.

The following are the anticipated revenues and expenditures for 2026.

<u>Fund</u>	<u>Revenue</u>	<u>Expense</u>
General	\$2,438,141	\$2,438,141
Street	908,540	908,540
Water	1,435,000	1,435,000
Sewer	495,000	495,000
Lodging Tax	710,000	683,025
Airport/Industrial Park	1,178,615	1,178,615
Quillayute Airport	835,000	835,000
Transit Center	36,750	36,750
Capital	100,000	100,000
Industrial Park Development	4,000	4,000
Search & Rescue	3,000	3,000
Seized Property	5,000	5,000
Donation Program	100,000	100,000
Community Action Housing	60,000	60,000
Grant/Construction	100,000	100,000
Inmate Custodial Fund	45,000	45,000
State Collections Fund	50,000	50,000
Total Revenue and Expense All Funds	\$8,504,046	\$8,477,071

The Forks City Council has called for budget hearings to be held at 7:30 p.m. on November 10, 2025, and November 24, 2025. The Forks City Council has also called for special meetings to be held at 5:30 p.m. on November 10, 2025, and November 24, 2025. The purpose of the special meetings will be to hold budget workshops.

The Forks City Council has also called for a public hearing on revenue sources for the 2026 budget, including consideration of possible increases in property tax revenues, to be held at 7:30 p.m. on November 10, 2025.

The Forks City Council will hold a special meeting December 1, 2025, at 7:30 p.m. for the purpose of holding the final budget hearing and fixing the final budget for 2026. Any citizen of the City of Forks may present written comments for or against any part of the budget.

Caryn DePew, Clerk/Treasurer, City of Forks

Published Forks Forum, Forks, Washington, November 6, 2025 and November 13, 2025

CITY OF FORKS
Property Tax Levy Adjustments

Resolution #	Budget Year	Adjustment	Res. Date
531	2026		11/10/2025
521	2025	1%	11/12/2024
514	2024	1%	11/13/2023
507	2023	0%	10/24/2022
501	2022	0%	11/8/2021
492	2021	0%	11/9/2020
478	2020	0%	11/12/2019
469	2019	0%	11/12/2018
463	2018	0%	11/13/2017
457	2017	1%	11/14/2016
448	2016	0%	11/9/2015
438	2015	0%	11/24/2014
427	2014	1%	11/12/2013
412	2013	0%	11/13/2012
407	2012	0%	11/14/2011
399	2011	0%	11/8/2010
387	2010	1%	11/9/2009
375	2009	1%	11/10/2008
361	2008	1%	11/13/2007
348	2007	1%	11/13/2006
341	2006	1%	11/14/2005
327	2005	1.25%	11/8/2004

Ordinance / Resolution No. 531
RCW 84.55.120

WHEREAS the City Council of the City of Forks has met and considered
(Governing body of the taxing district) (Name of the taxing district)
its budget for the calendar year 2026; and

WHEREAS the districts actual levy amount from the previous year was \$ 413,279.87; and
(Previous year's levy amount)

WHEREAS the population of this district is ☐ more than or ☒ less than 10,000; and now, therefore,
(Check one)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy
is hereby authorized for the levy to be collected in the 2026 tax year.
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 0.00
which is a percentage increase of 0 % from the previous year. This increase is exclusive of
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,
solar, biomass, and geothermal facilities, any increase in the value of state assessed property, increment value, any
annexations that have occurred and refunds made.

Adopted this 10 day of November, 2025.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.

Ordinance / Resolution No. 531
RCW 84.55.120

WHEREAS the City Council of the City of Forks has met and considered
(Governing body of the taxing district) (Name of the taxing district)
its budget for the calendar year 2026; and

WHEREAS the districts actual levy amount from the previous year was \$ 413,279.87; and
(Previous year's levy amount)

WHEREAS the population of this district is ☐ more than or ☒ less than 10,000; and now, therefore,
(Check one)

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy
is hereby authorized for the levy to be collected in the 2026 tax year.
(Year of collection)

The dollar amount of the increase over the actual levy amount from the previous year shall be \$ 4132.80
which is a percentage increase of 1 % from the previous year. This increase is exclusive of
(Percentage increase)

additional revenue resulting from new construction, improvements to property, newly constructed wind turbines,
solar, biomass, and geothermal facilities, any increase in the value of state assessed property, increment value, any
annexations that have occurred and refunds made.

Adopted this 10 day of November, 2025.

If additional signatures are necessary, please attach additional page.

This form or its equivalent must be submitted to your county assessor prior to their calculation of the property tax levies. A certified budget/levy request, separate from this form is to be filed with the County Legislative Authority no later than November 30th. As required by RCW 84.52.020, that filing certifies the total amount to be levied by the regular property tax levy. The Department of Revenue provides the "Levy Certification" form (REV 64 0100) for this purpose. The form can be found at: <http://dor.wa.gov/docs/forms/PropTx/Forms/LevyCertf.doc>.

To ask about the availability of this publication in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711. For tax assistance, call (360) 534-1400.

Application for Classification
Open Space Land
Chapter 84.34 RCW

Submit application and fee to Clallam County Assessor's Office.

Name of Owner(s):

Pete Dahlgren

Phone No:

360 640 1911

Email Address:

cheri@dahlgrenlog.com

Address:

P.O. Box 2135 Forks Wa. 98331

Parcel Number(s):

#6452-1328173200000000

Legal Description:

• NWSW PT Sarveg V2 P12

Total Acres in Application:

19.1

Indicate what category of Open Space this land will qualify for:

☐ Restoration or Enhancement of Sensitive Ecological Resources – Pursuant to Clallam County Code 27.08.060(6)

- Eligible lands are those properties that provide documentation from a qualified Clallam County Consultant, Federal, or State Agency that verifies the existence, location, extent, method of restoration or enhancement, expected outcome of restoration or enhancement, and implementation schedule. The restored/enhanced resource shall be maintained and documentation of continued success of the project when requested. Failure to provide documentation of project completion shall be grounds for removal.

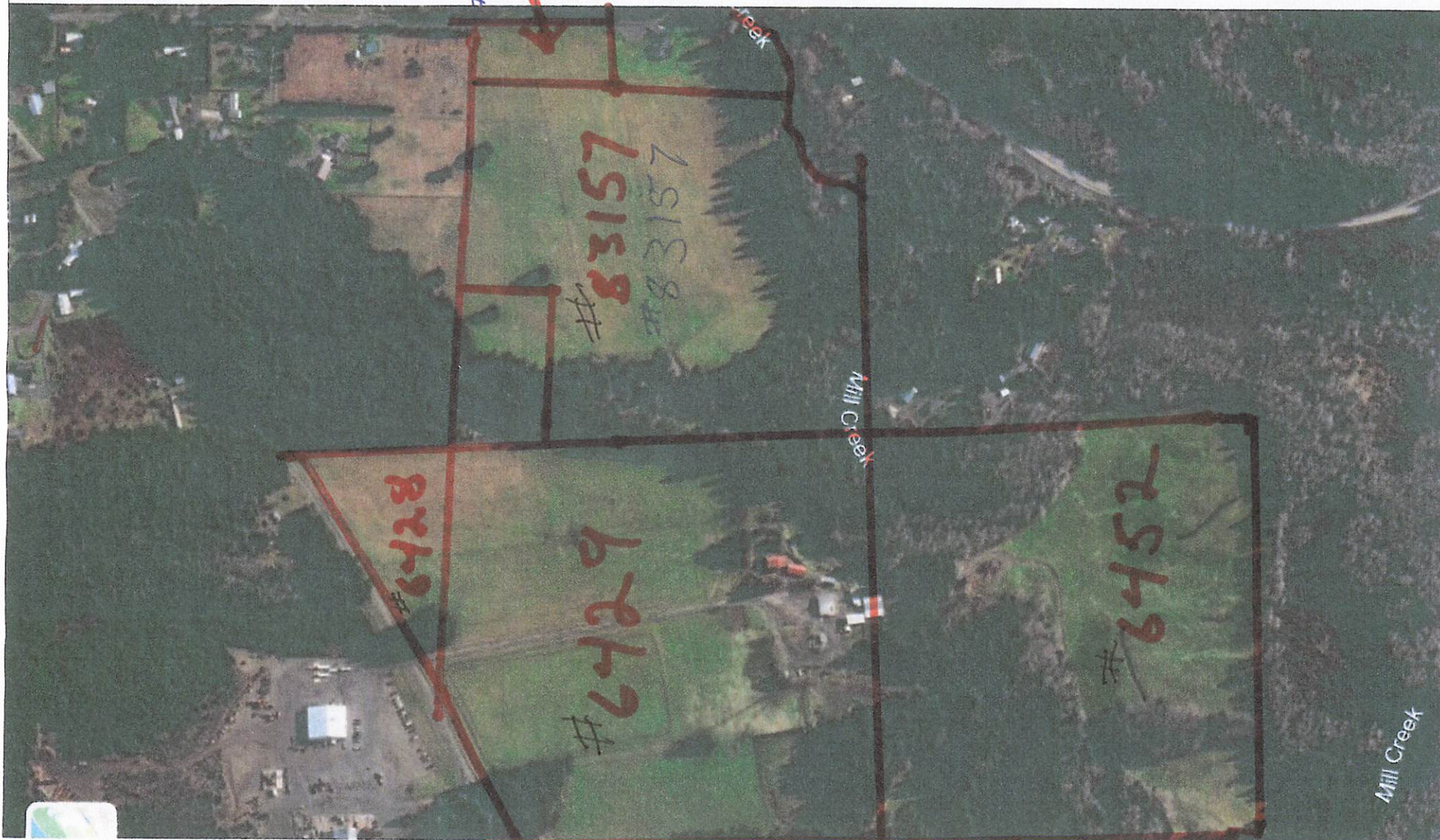
Help improve Google Earth! The annual satisfaction survey is live and takes 15 - 20 minutes to complete.

File Edit View Add Tools Help



Search Google Earth

#83155
Leslie Graham
Pete Dalgren



RCW 84.34.037

Applications for current use classification—To whom made—Factors—Review.

(1) Applications for classification or reclassification under RCW 84.34.020(1) shall be made to the county legislative authority. An application made for classification or reclassification of land under RCW 84.34.020(1) (b) and (c) which is in an area subject to a comprehensive plan shall be acted upon in the same manner in which an amendment to the comprehensive plan is processed. Application made for classification of land which is in an area not subject to a comprehensive plan shall be acted upon after a public hearing and after notice of the hearing shall have been given by one publication in a newspaper of general circulation in the area at least ten days before the hearing: PROVIDED, That applications for classification of land in an incorporated area shall be acted upon by: (a) A granting authority composed of three members of the county legislative body and three members of the city legislative body in which the land is located in a meeting where members may be physically absent but participating through telephonic connection; or (b) separate affirmative acts by both the county and city legislative bodies where both bodies affirm the entirety of an application without modification or both bodies affirm an application with identical modifications.

(2) In determining whether an application made for classification or reclassification under RCW 84.34.020(1) (b) and (c) should be approved or disapproved, the granting authority may take cognizance of the benefits to the general welfare of preserving the current use of the property which is the subject of application, and shall consider:

— (a) The resulting revenue loss or tax shift;

— (b) Whether granting the application for land applying under RCW 84.34.020(1)(b) will (i) conserve or enhance natural, cultural, or scenic resources, (ii) protect streams, stream corridors, wetlands, natural shorelines and aquifers, (iii) protect soil resources and unique or critical wildlife and native plant habitat, (iv) promote conservation principles by example or by offering educational opportunities, (v) enhance the value of abutting or neighboring parks, forests, wildlife preserves, nature reservations, sanctuaries, or other open spaces, (vi) enhance recreation opportunities, (vii) preserve historic and archaeological sites, (viii) preserve visual quality along highway, road, and street corridors or scenic vistas, (ix) affect any other factors relevant in weighing benefits to the general welfare of preserving the current use of the property; and

(c) Whether granting the application for land applying under RCW 84.34.020(1)(c) will (i) either preserve land previously classified under RCW 84.34.020(2) or preserve land that is traditional farmland and not classified under

chapter **84.33** or **84.34** RCW, (ii) preserve land with a potential for returning to commercial agriculture, and (iii) affect any other factors relevant in weighing benefits to the general welfare of preserving the current use of property.

(3) If a public benefit rating system is adopted under RCW **84.34.055**, the county legislative authority shall rate property for which application for classification has been made under RCW **84.34.020**(1) (b) and (c) according to the public benefit rating system in determining whether an application should be approved or disapproved, but when such a system is adopted, open space properties then classified under this chapter which do not qualify under the system shall not be removed from classification but may be rated according to the public benefit rating system.

(4) The granting authority may approve the application with respect to only part of the land which is the subject of the application. If any part of the application is denied, the applicant may withdraw the entire application. The granting authority in approving in part or whole an application for land classified or reclassified pursuant to RCW **84.34.020**(1) may also require that certain conditions be met, including but not limited to the granting of easements. As a condition of granting open space classification, the legislative body may not require public access on land classified under RCW **84.34.020**(1)(b)(iii) for the purpose of promoting conservation of wetlands.

(5) The granting or denial of the application for current use classification or reclassification is a legislative determination and shall be reviewable only for arbitrary and capricious actions.

[**2009 c 350 s 13**; **1992 c 69 s 6**; **1985 c 393 s 1**; **1984 c 111 s 1**; **1973 1st ex.s. c 212 s 5**.]

RCW 84.34.020

Definitions.

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) "Open space land" means (a) any land area so designated by an official comprehensive land use plan adopted by any city or county and zoned accordingly; or (b) any land area, the preservation of which in its present use would (i) conserve and enhance natural or scenic resources, or (ii) protect streams or water supply, or (iii) promote conservation of soils, wetlands, beaches or tidal marshes, or (iv) enhance the value to the public of abutting or neighboring parks, forests, wildlife preserves, nature reservations or sanctuaries or other open space, or (v) enhance recreation opportunities, or (vi) preserve historic sites, or (vii) preserve visual quality along highway, road, and street corridors or scenic vistas, or (viii) retain in its natural state tracts of land not less than one acre situated in an urban area and open to public use on such conditions as may be reasonably required by the legislative body granting the open space classification; or (c) any land meeting the definition of farm and agricultural conservation land under subsection (8) of this section. As a condition of granting open space classification, the legislative body may not require public access on land classified under (b)(iii) of this subsection for the purpose of promoting conservation of wetlands.

(2) "Farm and agricultural land" means:

(a) Any parcel of land that is 20 or more acres or multiple parcels of land that are contiguous and total 20 or more acres:

- (i) Devoted primarily to the production of livestock or agricultural commodities for commercial purposes;
- (ii) Enrolled in the federal conservation reserve program or its successor administered by the United States department of agriculture; or
- (iii) Other similar commercial activities as may be established by rule;

(b)(i) Any parcel of land that is five acres or more but less than 20 acres devoted primarily to agricultural uses, which has produced a gross income from agricultural uses equivalent to, as of January 1, 1993:

(A) \$100 or more per acre per year for three of the five calendar years preceding the date of application for classification under this chapter for all parcels of land that are classified under this subsection or all parcels of land for which an application for classification under this subsection is made with the granting authority prior to January 1, 1993; and

(B) On or after January 1, 1993, \$200 or more per acre per year for three of the five calendar years preceding the date of application for classification under this chapter;

(ii) For the purposes of (b)(i) of this subsection, "gross income from agricultural uses" includes, but is not limited to:

(A) The wholesale value of agricultural products donated to nonprofit food banks or feeding programs; and

(B) The wholesale value of agricultural products sold to persons allowed to harvest the agricultural products they purchase, if the products harvested are grown on the same land;

(c) Any parcel of land of less than five acres devoted primarily to agricultural uses which has produced a gross income as of January 1, 1993, of:

(i) \$1,000 or more per year for three of the five calendar years preceding the date of application for classification under this chapter for all parcels of land that are classified under this subsection or all parcels of land for which an application for classification under this subsection is made with the granting authority prior to January 1, 1993; and

(ii) On or after January 1, 1993, \$1,500 or more per year for three of the five calendar years preceding the date of application for classification under this chapter. Parcels of land described in (b)(i)(A) and (c)(i) of this subsection will, upon any transfer of the property excluding a transfer to a surviving spouse or surviving state registered domestic partner, be subject to the limits of (b)(i)(B) and (c)(ii) of this subsection;

(d) Any parcel of land that is five acres or more but less than 20 acres devoted primarily to agricultural uses, which meet one of the following criteria:

(i) Has produced a gross income from agricultural uses equivalent to \$200 or more per acre per year for three of the five calendar years preceding the date of application for classification under this chapter;

(ii) Has standing crops with an expectation of harvest within seven years, except as provided in (d)(iii) of this subsection, and a demonstrable investment in the production of those crops equivalent to \$100 or more per acre in the current or previous calendar year. For the purposes of this subsection (2)(d)(ii), "standing crop" means Christmas trees, vineyards, fruit trees, or other perennial crops that: (A) Are planted using agricultural methods normally used in the commercial production of that particular crop; and (B) typically do not produce harvestable quantities in the initial years after planting; or

(iii) Has a standing crop of short rotation hardwoods with an expectation of harvest within 15 years and a demonstrable investment in the production of those crops equivalent to \$100 or more per acre in the current or previous calendar year;

(e) Any lands including incidental uses and the land on which appurtenances necessary to the production, preparation, or sale of the agricultural products exist in conjunction with the lands producing such products. Agricultural lands also include any parcel of land of one to five acres, which is not contiguous, but which otherwise constitutes an integral part of farming operations being conducted on land qualifying under this section as "farm and agricultural lands";

(f) The land on which housing for employees and the principal place of residence of the farm operator or owner of land classified pursuant to (a) of this subsection is sited if: The housing or residence is on or contiguous to the classified parcel; and the use of the housing or the residence is integral to the use of the classified land for agricultural purposes;

(g) Any land that is used primarily for equestrian related activities for which a charge is made, including, but not limited to, stabling, training, riding, clinics, schooling, shows, or grazing for feed and that otherwise meet the requirements of (a), (b), or (c) of this subsection;

(h) Any land primarily used for commercial horticultural purposes, including growing seedlings, trees, shrubs, vines, fruits, vegetables, flowers, herbs, and other plants in containers, whether under a structure or not, subject to the following:

(i) The land is not primarily used for the storage, care, or selling of plants purchased from other growers for retail sale;

(ii) If the land is less than five acres and used primarily to grow plants in containers, such land does not qualify as "farm and agricultural land" if more than 25 percent of the land used primarily to grow plants in containers is open to the general public for on-site retail sales;

(iii) If more than 20 percent of the land used for growing plants in containers qualifying under this subsection (2)(h) is covered by pavement, none of the paved area is eligible for classification as "farm and agricultural land" under this subsection (2)(h). The eligibility limitations described in this subsection (2)(h)(iii) do not affect the land's eligibility to qualify under (e) of this subsection; and

(iv) If the land classified under this subsection (2)(h), in addition to any contiguous land classified under this subsection, is less than 20 acres, it must meet the applicable income or investment requirements in (b), (c), or (d) of this subsection; or

(i) Lands identified in (a) through (h) of this subsection on which an agrivoltaic facility is located.

(3) "Timberland" means any parcel of land that is five or more acres or multiple parcels of land that are contiguous and total five or more acres which is or are devoted primarily to the growth and harvest of timber for commercial purposes. Timberland means the land only and does not include a residential homesite. The term

includes land used for incidental uses that are compatible with the growing and harvesting of timber but no more than 10 percent of the land may be used for such incidental uses. It also includes the land on which appurtenances necessary for the production, preparation, or sale of the timber products exist in conjunction with land producing these products.

(4) "Current" or "currently" means as of the date on which property is to be listed and valued by the assessor.

(5) "Owner" means the party or parties having the fee interest in land, except that where land is subject to real estate contract "owner" means the contract vendee.

(6)(a) "Contiguous" means land adjoining and touching other property held by the same ownership. Land divided by a public road, but otherwise an integral part of a farming operation, is considered contiguous.

(b) For purposes of this subsection (6):

(i) "Same ownership" means owned by the same person or persons, except that parcels owned by different persons are deemed held by the same ownership if the parcels are:

(A) Managed as part of a single operation; and

(B) Owned by:

(I) Members of the same family;

(II) Legal entities that are wholly owned by members of the same family; or

(III) An individual who owns at least one of the parcels and a legal entity or entities that own the other parcel or parcels if the entity or entities are wholly owned by that individual, members of his or her family, or that individual and members of his or her family.

(ii) "Family" includes only:

(A) An individual and his or her spouse or domestic partner, child, stepchild, adopted child, grandchild, parent, stepparent, grandparent, cousin, or sibling;

(B) The spouse or domestic partner of an individual's child, stepchild, adopted child, grandchild, parent, stepparent, grandparent, cousin, or sibling;

(C) A child, stepchild, adopted child, grandchild, parent, stepparent, grandparent, cousin, or sibling of the individual's spouse or the individual's domestic partner; and

(D) The spouse or domestic partner of any individual described in (b)(ii)(C) of this subsection (6).

(7) "Granting authority" means the appropriate agency or official who acts on an application for classification of land pursuant to this chapter.

(8) "Farm and agricultural conservation land" means either:

(a) Land that was previously classified under subsection (2) of this section, that no longer meets the criteria of subsection (2) of this section, and that is reclassified under subsection (1) of this section; or

(b) Land that is traditional farmland that is not classified under chapter 84.33 or 84.34 RCW, that has not been irrevocably devoted to a use inconsistent with agricultural uses, and that has a high potential for returning to commercial agriculture.

(9) "Appurtenance" means something used with, and related to or dependent upon another thing that is, something that belongs to something else, an adjunct. The thing appurtenant is strictly necessary and essential to the proper use and enjoyment of the land, as well as useful or necessary for carrying out the purposes for which the land is classified under this chapter.

(a) In terms of farm and agricultural land, an "appurtenance" is something used for a particular sort of farm and is widely and routinely used in the operation of the commercial agricultural enterprise.

(b) An "appurtenance" includes, but is not limited to, portable sanitation equipment, barn, or tool shed, or equipment used for a particular purpose or task, such as tools, instruments, or machinery.

(10) "Incidental use" means a use of land classified as farm and agricultural land or timberland that is compatible with commercial agricultural purposes. "Incidental use" for land classified as farm and agricultural land may not exceed 20 percent of the total classified land, while incidental use for timberland may not exceed 10 percent of the total classified land. An "incidental use" may include, but is not limited to, wetland preservation, a gravel pit, a farm woodlot, a produce stand, or an unpaved parking area necessary for the safe visiting or viewing of classified land.

(11) "Agrivoltaic facility" has the same meaning as described in RCW 43.21F.100.

[2025 c 265 s 4; 2025 c 138 s 1; 2014 c 125 s 2; 2011 c 101 s 1; 2010 c 106 s 304. Prior: 2009 c 513 s 1; 2009 c 255 s 1; 2005 c 57 s 1; 2004 c 217 s 1; 2002 c 315 s 1; 2001 c 249 s 12; 1998 c 320 s 7; 1997 c 429 s 31; 1992 c 69 s 4; 1988 c 253 s 3; 1983 c 3 s 227; 1973 1st ex.s. c 212 s 2; 1970 ex.s. c 87 s 2.]

NOTES:

Reviser's note: This section was amended by 2025 c 138 s 1 and by 2025 c 265 s 4, each without reference to the other. Both amendments are incorporated in the publication of this section under RCW 1.12.025(2). For rule of construction, see RCW 1.12.025(1).

Tax preference performance statement exemption—Automatic expiration date exemption—2025 c 265 ss 4 and 5: "RCW [82.32.805](#) and [82.32.808](#) do not apply to sections 4 and 5 of this act." [[2025 c 265 s 6](#).]

Findings—Intent—2025 c 265: See note following RCW [43.21F.100](#).

Savings—Tax preference performance statement exemption—Automatic expiration date exemption—2025 c 138: See notes following RCW [84.34.108](#).

Intent—2014 c 125: "The legislature intends to clarify and update the description of farm and agricultural land as it is used under the property tax open space program. Modern technology and water quality and labor regulations have all caused nurseries to increasingly grow plants in containers rather than in the ground. Growing plants in containers preserves topsoil, allows more plants to be grown per acre, allows soil and nutrients to be customized for each type of plant, allows more efficient use of water and fertilizer, allows year-round harvest and sales, and reduces labor cost and injuries." [[2014 c 125 s 1](#).]

Intent—2014 c 125: "The amendments to RCW [84.34.020](#), as provided in section 2 of this act, are intended to clarify an ambiguity in an existing tax preference, and are therefore exempt from the requirements of RCW [82.32.805](#) and [82.32.808](#)." [[2014 c 125 s 3](#).]

Effective date—2010 c 106: See note following RCW [35.102.145](#).

Purpose—2004 c 217 s 1: "The purpose of the amendatory language in section 1 of this act is to clarify the timberland definition as it relates to tax issues. The language does not affect land use policy or law." [[2004 c 217 s 2](#).]

Severability—1997 c 429: See note following RCW [36.70A.3201](#).

☐ **Farm and Agricultural Conservation Land – Pursuant to Clallam County Code 27.08.060(5)**

- The intent of this category is to encourage the conservation of agricultural lands for future commercial agriculture use while allowing the farm to lay fallow until such time as agricultural practices occur on the property. The property must meet the definition above and be either subdividable or at least 4 acres or zoned Agriculture Retention (CCC 33.07.010). The applicant shall submit a statement of intent which includes the following:

- (i) The size of the subject property and the size of the area to be preserved for future commercial agriculture production.
- (ii) Location of fences or other measures taken to protect Critical Areas regulated under 27.12 from grazing or other necessary farming operations; and
- (iii) A signed agreement stating the landowner agrees to enroll in and qualify for the Farm and Agriculture Tax Classification pursuant to RCW 84.34.020 and this chapter within 7 years following approval under this section. This agreement will be recorded with the Notice of Approval if accepted into the Open Space program. If property is not returned to commercial agricultural production, the property will be subject to removal from the Open Space Program and applicable back taxes, interest, and penalties pursuant to 27.08.030(6).
- (iv) ATTACH STATEMENT OF INTENT AS REQUIRED BY CLALLAM COUNTY CODE 27.08.060(5)

Application for Classification
Open Space Land
Chapter 84.34 RCW

Submit application and fee to Clallam County Assessor's Office.

Name of Owner(s):

Pete Dahlgren

Phone No:

360 640 1911

Email Address:

cheri@dahlgrenlog.com

Address:

P.O. Box 2135 Forks Wa. 98331

Parcel Number(s):

#6452-1328173200000000

Legal Description:

• NWSW PT Survey 12 P12

Total Acres in Application:

19.1

Indicate what category of Open Space this land will qualify for:

☐ Restoration or Enhancement of Sensitive Ecological Resources – Pursuant to Clallam County Code 27.08.060(6)

- Eligible lands are those properties that provide documentation from a qualified Clallam County Consultant, Federal, or State Agency that verifies the existence, location, extent, method of restoration or enhancement, expected outcome of restoration or enhancement, and implementation schedule. The restored/enhanced resource shall be maintained and documentation of continued success of the project when requested. Failure to provide documentation of project completion shall be grounds for removal.

1. Describe the present use of the land.

Timber and Pasture

2. Is the land subject to a lease or agreement which permits any other use than its present use?

☐ Yes ☐ No

If yes, attach a copy of the lease agreement.

3. Describe the present improvements (residence, buildings, etc.) located on the land.

4. Is the land subject to any easements?

☐ Yes ☐ No

If yes, describe the type of easement, the easement restrictions, and the length of the easement.

5. If applying for the farm and agricultural conservation land category, provide a detailed description below about the previous use, the current use, and the intended future use of the land.

NOTICE:

The county and/or city legislative authorities may require owners to submit additional information regarding the use of the land.

As owner of the parcel(s) described in this application, I hereby indicate by my signature below that I am aware of the additional tax, interest, and penalties involved when the land ceases to be classified under the provisions of Chapter 84.34 RCW. I also certify that this application and any accompanying documents are accurate and complete.

The agreement to tax according to use of the property is not a contract and can be annulled or canceled at any time by the Legislature (RCW 84.34.070)

Print the name of each owner:

Signature of each owner:

Date

Pete Dahlgren

Pete Dahlgren

10-15-25

Chad Dahlgren

Chad Dahlgren

10-15-25

The granting or denial of an application for classification or reclassification as open space land is a legislative determination and shall be reviewable only for arbitrary and capricious actions. Denials are only appealable to the superior court of the county in which the land is located and the application is made.

Application for Classification
Open Space Land
Chapter 84.34 RCW

Submit application and fee to Clallam County Assessor's Office.

Name of Owner(s): Pete Dahlgren
Jack Dahlgren Phone No: 360 640 1911
Email Address: cheri@DahlgrenLog.com
Address: P.O. Box 2135 Forks Wa 98331

Parcel Number(s): 6429-1328172300000000
Legal Description: SW NW EXC PT NW of Road PT
Survey 12 P12
Total Acres in Application: 40.15

Indicate what category of Open Space this land will qualify for:

- ☐ Restoration or Enhancement of Sensitive Ecological Resources – Pursuant to Clallam County Code 27.08.060(6)
- Eligible lands are those properties that provide documentation from a qualified Clallam County Consultant, Federal, or State Agency that verifies the existence, location, extent, method of restoration or enhancement, expected outcome of restoration or enhancement, and implementation schedule. The restored/enhanced resource shall be maintained and documentation of continued success of the project when requested. Failure to provide documentation of project completion shall be grounds for removal.

1. Describe the present use of the land.

Farm and Pasture

2. Is the land subject to a lease or agreement which permits any other use than its present use?

☐ Yes

☒ No

If yes, attach a copy of the lease agreement.

3. Describe the present improvements (residence, buildings, etc.) located on the land.

House, Barn, Shop and out buildings

4. Is the land subject to any easements?

☐ Yes

☒ No

If yes, describe the type of easement, the easement restrictions, and the length of the easement.

5. If applying for the farm and agricultural conservation land category, provide a detailed description below about the previous use, the current use, and the intended future use of the land.

NOTICE:

The county and/or city legislative authorities may require owners to submit additional information regarding the use of the land.

As owner of the parcel(s) described in this application, I hereby indicate by my signature below that I am aware of the additional tax, interest, and penalties involved when the land ceases to be classified under the provisions of Chapter 84.34 RCW. I also certify that this application and any accompanying documents are accurate and complete.

The agreement to tax according to use of the property is not a contract and can be annulled or canceled at any time by the Legislature (RCW 84.34.070)

Print the name of each owner:

Pete Dahlgren

Jack Dahlgren

Signature of each owner:

Pete Dahlgren

Jack Dahlgren

Date

10-15-25

10-16-25

The granting or denial of an application for classification or reclassification as open space land is a legislative determination and shall be reviewable only for arbitrary and capricious actions. Denials are only appealable to the superior court of the county in which the land is located and the application is made.

Application for Classification
Open Space Land
Chapter 84.34 RCW

Submit application and fee to Clallam County Assessor's Office.

Name of Owner(s): Pete Dahlgren
Leslie ~~Smith~~ Graham Phone No: 360 640 1911
Email Address: cheri@dahlgrenlog.com
Address: P.O. Box 2135 Forks Wa 98331

Parcel Number(s): 83157-1328172490300000
Legal Description: 83155-1328172490100000
Lot 3 Dahlgren Page RD SP V34 P83
Lot 1 Dahlgren Page RD SP V34 P83
Total Acres in Application: 20.86

Indicate what category of Open Space this land will qualify for:

☐ Restoration or Enhancement of Sensitive Ecological Resources – Pursuant to Clallam County Code 27.08.060(6)

- Eligible lands are those properties that provide documentation from a qualified Clallam County Consultant, Federal, or State Agency that verifies the existence, location, extent, method of restoration or enhancement, expected outcome of restoration or enhancement, and implementation schedule. The restored/enhanced resource shall be maintained and documentation of continued success of the project when requested. Failure to provide documentation of project completion shall be grounds for removal.

1. Describe the present use of the land.

Timber and Pasture land

2. Is the land subject to a lease or agreement which permits any other use than its present use?

☐ Yes ☐ No

If yes, attach a copy of the lease agreement.

3. Describe the present improvements (residence, buildings, etc.) located on the land.

4. Is the land subject to any easements?

☐ Yes ☐ No

If yes, describe the type of easement, the easement restrictions, and the length of the easement.

5. If applying for the farm and agricultural conservation land category, provide a detailed description below about the previous use, the current use, and the intended future use of the land.

NOTICE:

The county and/or city legislative authorities may require owners to submit additional information regarding the use of the land.

As owner of the parcel(s) described in this application, I hereby indicate by my signature below that I am aware of the additional tax, interest, and penalties involved when the land ceases to be classified under the provisions of Chapter 84.34 RCW. I also certify that this application and any accompanying documents are accurate and complete.

The agreement to tax according to use of the property is not a contract and can be annulled or canceled at any time by the Legislature (RCW 84.34.070)

Print the name of each owner:

Signature of each owner:

Date

<u>Pete Dahlgren</u>	<u>Pete Dahlgren</u>	<u>10-16-25</u>
<u>Leslie Graham</u>	<u>Leslie Graham</u>	

The granting or denial of an application for classification or reclassification as open space land is a legislative determination and shall be reviewable only for arbitrary and capricious actions. Denials are only appealable to the superior court of the county in which the land is located and the application is made.

Application for Classification
Open Space Land
Chapter 84.34 RCW

Submit application and fee to Clallam County Assessor's Office.

Name of Owner(s):

Pete Dahlgren

Phone No: 360 640 1911

Email Address:

cheri@dahlgren-log.com

Address:

P.O. Box 2135 Forks WA 98331

Parcel Number(s):

6428-1326172201750000

Legal Description:

PT NW NW L4 SW OF R1D

Total Acres in Application:

5.7

Indicate what category of Open Space this land will qualify for:

☐ **Restoration or Enhancement of Sensitive Ecological Resources – Pursuant to Clallam County Code 27.08.060(6)**

- Eligible lands are those properties that provide documentation from a qualified Clallam County Consultant, Federal, or State Agency that verifies the existence, location, extent, method of restoration or enhancement, expected outcome of restoration or enhancement, and implementation schedule. The restored/enhanced resource shall be maintained and documentation of continued success of the project when requested. Failure to provide documentation of project completion shall be grounds for removal.

1. Describe the present use of the land.

Pasture land

2. Is the land subject to a lease or agreement which permits any other use than its present use?

☐ Yes ☒ No

If yes, attach a copy of the lease agreement.

3. Describe the present improvements (residence, buildings, etc.) located on the land.

none

4. Is the land subject to any easements?

☐ Yes ☒ No

If yes, describe the type of easement, the easement restrictions, and the length of the easement.

5. If applying for the farm and agricultural conservation land category, provide a detailed description below about the previous use, the current use, and the intended future use of the land.

NOTICE:

The county and/or city legislative authorities may require owners to submit additional information regarding the use of the land.

As owner of the parcel(s) described in this application, I hereby indicate by my signature below that I am aware of the additional tax, interest, and penalties involved when the land ceases to be classified under the provisions of Chapter 84.34 RCW. I also certify that this application and any accompanying documents are accurate and complete.

The agreement to tax according to use of the property is not a contract and can be annulled or canceled at any time by the Legislature (RCW 84.34.070)

Print the name of each owner:

Signature of each owner:

Date

Pete Dahlgren

Pete Dahlgren

10-15-25

The granting or denial of an application for classification or reclassification as open space land is a legislative determination and shall be reviewable only for arbitrary and capricious actions. Denials are only appealable to the superior court of the county in which the land is located and the application is made.

Caryn Depew

From: Michael Rowley
Sent: Thursday, November 6, 2025 12:18 PM
To: Caryn Depew
Subject: Fw: Lexipol WA Custody Policies Agreement / Forks PD-WA
Attachments: Forks PD-WA Lexipol Custody Policy Quote-Agreement - Offer Deadline 11-14-2025.pdf

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: Karen James <kjames@lexipol.com>
Sent: Wednesday, November 5, 2025 1:59:41 PM
To: Michael Rowley <michaelr@forkswashington.org>
Subject: Lexipol WA Custody Policies Agreement / Forks PD-WA

Hi Chief Rowley,

Attached is the **Agreement for the Lexipol Custody Policies** (I also sent it to you via Docusign).

To discontinue your LE SPS subscription (approximately \$1,100 annual), please send the request via email to" Angela Surles, Customer Success Manager: asurles@lexipol.com.

I look forward to receiving your signed Agreement next week. Please let me know if I can assist in the meantime. Thank you!

Sincerely,

Karen

[Registration for "Virtual" Lexipol Connect Conference 2025 is now open!](#)

Karen James
Principal Solutions Advisor – Client Growth
Office: 415-962-8315



[Policy](#) | [Training](#) | [Accreditation](#)
[Wellness](#) | [Grants](#) | [Industry News](#)



MASTER SERVICE AGREEMENT

Initial Term Start Date: 12/01/2025

Initial Term End Date: 12/31/2026

Account Executive Information

Karen James
Senior Account Executive
kjames@lexipol.com
(415) 962-8315

Lexipol LLC
2611 Internet Blvd., Ste. 120
Frisco, Texas 75034

Agency Information

Michael Rowley
Chief
michaelr@forkswashington.org
360-640-1730

Forks Police Department
500 E Division St
Forks, Washington 98331

This Master Service Agreement (the "Agreement") is entered into by and between Lexipol, LLC, a Delaware limited liability company ("Lexipol"), and the department, entity, or organization referenced above ("Agency").

This Agreement consists of:

- (a) this **Cover Sheet**
- (b) **Exhibit A** - Selected Services and Associated Fees
- (c) **Exhibit B** - Description of Services
- (d) **Exhibit C** - Terms and Conditions of Service

Each individual signing below represents and warrants that they have full and complete authority to bind the party on whose behalf they are signing to all terms and conditions contained in this Agreement.

Forks Police Department

Lexipol, LLC

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____

Exhibit A

SELECTED SERVICES AND ASSOCIATED FEES

Agency is purchasing the following:

Order Summary

001 Annual Subscription - Custody Policies (2026-01-01 to 2026-12-31)						
Qty	Description	Unit Price	Disc (%)	Disc Amount	Tax Amount	Extended
10	Annual Corrections Policy Manual & Daily Training Bulletins	\$5,806.00	10%	\$580.60	\$0.00	\$5,225.40
Discount:				\$580.60	Subtotal:	\$5,225.40

Discount:	\$580.60
Subtotal:	\$5,225.40
Tax:	
Total Due:	\$5,225.40

Special Offer / Discount Notes:

SPECIAL OFFER IN THIS AGREEMENT valid with signed Agreement received on or before 11/14/2025.

SPECIAL OFFER WA CUSTODY POLICIES:

- Start Dec 2025. 10% annual subscription discount + "13 for 12" (13 months for price of 12).
- The remaining 12-month subscription fee due in January 2026

Exhibit B

Description of Services

Policy Manual

Constitutionally sound, up-to-date policies are the foundation for consistent, safe public safety operations and are key to reducing risk and enhancing personnel and community safety. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Exhibit C **Terms and Conditions of Service**

These Terms and Conditions of Service (the "Terms") govern the rights and obligations of Lexipol, LLC ("Lexipol") and Agency under this Agreement. Lexipol and Agency may each be referred to herein as a "Party" and collectively as the "Parties."

1. **Definitions.** Each of the following capitalized terms will have the meaning included in this Section. Other capitalized terms are defined within their respective sections, below.

1.1 **"Agency"** means the department, agency, office, organization, company, or other entity purchasing and/or subscribing to Lexipol Services, as may be further denoted on the cover sheet to which these Terms are attached.

1.2 **"Agency Data"** means all data, information, and content owned by Agency for purposes of identifying authorized users, confirming departmental information, or which are ancillary to receipt of Lexipol Services.

1.3 **"Agreement"** means the combination of the cover sheet; Exhibit A ("Selected Services and Associated Fees"); Exhibit B (Description of Services); this Exhibit C ("Terms and Conditions of Service"); and any other documents attached hereto and expressly incorporated herein by reference.

1.4 **"Custom Agreement Terms"** refers to an optional section within Exhibit A which allows the Parties to modify this Agreement and/or incorporate additional exhibits or addenda by reference.

1.5 **"Initial Term"** means the initial period of time in which Agency has elected to receive Lexipol Services.

1.6 **"Initial Term Start Date"** is specified on the cover sheet and represents the first day of the Initial Term.

1.7 **"Initial Term End Date"** is specified on the cover sheet and represents the last day of the Initial Term.

1.8 **"Lexipol Content"** means all content in any format including but not limited to written content, images, videos, data, information, and software multimedia provided by Lexipol and/or its licensors via the Services.

1.9 **"Services"** means all products and services, including but not limited to all online services, software subscriptions, content licensing, professional services, and ancillary support services as may be offered by Lexipol and/or its affiliates.

2. **Term; Renewal.** This Agreement becomes enforceable upon signature by Agency's authorized representative, and effective as of the Initial Term Start Date. Following the Initial Term, this Agreement shall automatically renew in successive one-year periods (each, a "Renewal Term") unless terminated as set forth herein. The Initial Term and all Renewal Terms collectively comprise the "Term" of this Agreement.

3. **Termination.**

3.1 **For Convenience; Non-Appropriation.** During the Initial Term, this Agreement may only be terminated through mutual written approval from an authorized representative of each Party. Following the Initial Term, this Agreement may be terminated by either party for convenience (including due to lack of appropriation of funds for Agency) by providing sixty (60) days written notice to the other Party. NOTE: Fees paid for Online Services are not eligible for refund, proration, or offset in the event of termination for convenience by Agency. Fees pre-paid for Professional Services may be eligible for refund, proration or offset to the extent such Services have not been delivered.

3.2 **For Cause.** This Agreement may be terminated by either party, effective immediately, (a) in the event the other party fails to discharge any material obligation, including payment obligations, or remedy any material default hereunder for a period of more than thirty (30) calendar days after it has been provided written notice of such failure or default; or (b) in the event that the other party makes an assignment for the benefit of creditors or commences or has commenced against it any proceeding in bankruptcy, insolvency or reorganization pursuant to the bankruptcy laws of any applicable jurisdiction.

3.3 **Effect of Expiration or Termination.** Upon the expiration or termination of this Agreement for any reason, Agency's access to the Services herein shall cease unless Lexipol has, in its sole discretion, provided for their limited continuation. Termination or expiration of this Agreement shall not, however, relieve either party from any obligation or liability that has accrued under this Agreement prior to the date of such termination or expiration, including payment obligations.

4. **Fees; Invoicing.** Lexipol will invoice Agency at the commencement of the Initial Term and thirty (30) days prior to the commencement of each Renewal Term, if applicable. Agency agrees to remit payment within thirty (30) calendar days of receipt

of Lexipol's invoice. Payments may be made electronically through Lexipol's online customer portal or by mailing a check to Lexipol, LLC at PO Box 676232 Dallas, TX 75267-6232 (Attn: Accounts Receivable). Agency is responsible for all third-party fees (e.g., wire fees, bank fees, credit card processing fees) incurred when paying electronically, and such fees are in addition to those listed on Exhibit A. Lexipol reserves the right to increase fees for Renewal Terms following notice to Agency. All fee amounts stated in Exhibit A are exclusive of taxes. Unless otherwise exempt, Agency is responsible for and will pay in full all taxes related to receipt of Lexipol's Services. If Agency is exempt, it must send its exemption certificate(s) to taxes@lexipol.com.

5. Terms of Service. The following provisions govern access to and use of specific Lexipol's Services:

5.1 Online Services. Lexipol's Online Services include all online services offered by Lexipol and its partners, affiliates, and licensors. Online Services include, without limitation, Lexipol's Policy Knowledge Management System ("KMS"), Learning Management System ("LMS"), Cordico wellness application(s), GrantFinder, Virtual Instructor-Led Training, and the LEFTA Systems suite of solutions (collectively, the "Online Services"). Note: LMS Services include, but are not limited to: PoliceOne Academy, FireRescue1 Academy, EMS1 Academy, Corrections1 Academy, and LocalGovU.

5.2 Professional Services. Lexipol's Professional Services include those Services that are not part of Lexipol's Online Services and which require the direct, hands-on professional expertise of Lexipol personnel and/or contractors, including implementation support for policy manuals and software, technical support for online learning, accreditation consulting, grant writing, and projects requiring regular input from Lexipol's subject matter experts (collectively, "Professional Services"). Professional Services may also be referred to as "One-Time" Services on Exhibit A and may also include the provision of supplemental documentation from Lexipol's Professional Services team, either with this Agreement or during the provision of Service. NOTE: Agency is responsible for submitting all information reasonably required by Lexipol's grant writing team in a timely manner and always at least five (5) days prior to each grant application submission date. Agency is responsible for submissions of final grant applications by grant deadlines. Failure to timely submit required materials to Lexipol's grant writing team will result in rollover of project fees to next grant application cycle, not a refund of fees. Requests for cancellation of grant writing services which have already begun will result in a 50% fee of the total value of the service.

5.3 Account Security. Access to Lexipol's Services is personal and unique to Agency. Agency shall not assign, transfer, or provide access to Lexipol Services to any third party without Lexipol's prior written consent. Agency is responsible for maintaining the security and confidentiality of Agency's usernames and passwords and the security of Agency's accounts. Agency will immediately notify Lexipol if Agency becomes aware that any person or entity other than authorized Agency personnel has used Agency's account or Agency's usernames and/or passwords.

5.4 Agency Data. Lexipol's use of Agency Data is limited to providing and improving the Services, retaining records in the regular course of business, and complying with applicable legal obligations. Lexipol will use commercially reasonable efforts to ensure the security of all Agency Data, including technical and organizational measures to protect Agency Data against unauthorized or unlawful processing and against accidental loss, destruction, damage, theft, alteration or disclosure, including through measures specified by the National Institute of Standards and Technology (NIST). Lexipol's Services use the Secure Socket Layer (SSL) protocol, which encrypts information as it travels between Lexipol and Agency. However, data transmission on the internet is not always 100% secure and Lexipol cannot and does not warrant that information Agency transmits is 100% secure.

5.5 Intellectual Property. Lexipol's Services, and all Lexipol Content underlying such Services, are proprietary and, where applicable, protected under U.S. copyright, trademark, patent, and/or other applicable laws. When subscribing to Lexipol's Online Services, Agency and its authorized personnel receive a personal, limited, non-sublicensable and non-assignable license to access and use the Services in conformity with these Terms. Nothing contained in this Agreement, and no course of dealing, shall be construed as conferring any right of ownership to Lexipol's Services or Lexipol Content. Lexipol Content may be incorporated into Agency's final policy manuals, including beyond the Term of this Agreement, but Agency may not otherwise share Lexipol Content with private, for-profit, or commercial third parties, or commercialize Lexipol Content in any way. Agency acknowledges and agrees that Lexipol shall have no responsibility to update the Lexipol Content used by Agency beyond the Term of this Agreement and that Lexipol hereby disclaims and shall have no liability whatsoever for Agency's reliance on or use of modified or derivative forms of Lexipol Content including, without limitation, any revision, abridgement, condensation, expansion, compilation, or any other form in which Lexipol Content, or any portion thereof, is recast, transformed, adapted, or modified from its original form. NOTE: AGENCY ACKNOWLEDGES AND AGREES THAT, PRIOR TO USE AND FINAL PUBLICATION, ALL AGENCY POLICIES AND DAILY TRAINING BULLETINS (DTBs) HAVE BEEN INDIVIDUALLY REVIEWED AND ADOPTED BY AGENCY. AGENCY ACKNOWLEDGES AND AGREES THAT IT, AND NOT LEXIPOL, IS CONSIDERED THE "POLICY MAKER" WITH REGARD TO EACH AND EVERY SUCH POLICY AND DTB.

6. Confidentiality. Each Party may disclose information to the other Party that would be reasonably considered confidential,

including Agency Data (collectively, "Confidential Information"). Upon receiving such Confidential Information, each Party will: (a) limit disclosure of such Confidential Information to authorized representatives only; (b) advise its personnel and agents of the confidential nature of such Confidential Information and of the obligations set forth in this Agreement; and (c) not disclose any Confidential Information to any third party unless expressly authorized by the disclosing Party. Notwithstanding the foregoing, this section shall not operate to limit Agency's disclosure authority pursuant to a valid governmental, judicial, or administrative order, subpoena, regulatory request, Freedom of Information Act request, Public Records Act request, or equivalent, provided that Agency notifies Lexipol of such disclosure, to the extent practicable, such that Lexipol may seek to make such disclosure subject to a protective order or other appropriate remedy to preserve the confidentiality of Lexipol's Confidential Information and trade secrets.

7. **Warranty.** LEXIPOL WARRANTS THAT IT SHALL NOT KNOWINGLY INFRINGE THE INTELLECTUAL PROPERTY RIGHTS OF OTHERS; THAT ITS SERVICES ARE PROVIDED IN A PROFESSIONAL AND WORKMANLIKE MANNER IN ACCORDANCE WITH PREVAILING INDUSTRY STANDARDS; AND THAT THEY SHALL BE FIT FOR THE SPECIFIC PURPOSES SET FORTH HEREIN. BEYOND THE FOREGOING, LEXIPOL'S SERVICES ARE PROVIDED "AS-IS" AND LEXIPOL DISCLAIMS ALL OTHER WARRANTIES, EXPRESS, IMPLIED, OR OTHERWISE.

8. **Indemnification; Limitation of Liability.** Lexipol will indemnify, defend, and hold harmless Agency from and against any and all loss, liability, damage, claim, cost, charge, demand, fine, penalty, or expense arising directly and solely out of Lexipol's acts or omissions in providing the Services. Each Party's cumulative liability resulting from any claims, demands, or actions arising out of or relating to this Agreement shall not exceed the aggregate amount of fees paid by Agency to Lexipol during the twelve-month period immediately prior to the assertion of such claim, demand, or action. In no event shall either Party be liable for indirect, incidental, consequential, special, exemplary damages, or lost profits.

9. **General Terms.**

9.1 **Entire Agreement.** This Agreement embodies the entire agreement between the Parties and supersedes all prior agreements with respect to the subject matter hereof. No representation, promise, or statement of intention has been made by either party that is not embodied herein. Terms and conditions set forth in any purchase order or other document that are inconsistent with or in addition to the terms and conditions set forth in this Agreement are rejected in their entirety and void, regardless of when received, without further action. No amendment, modification, or supplement to this Agreement shall be binding unless it is made in writing and signed by both parties.

9.2 **General Interpretation.** The terms of this Agreement have been chosen by the parties hereto to express their mutual intent. This Agreement shall be construed equally against each party without regard to any presumption or rule requiring construction against the party who drafted this Agreement or any portion thereof.

9.3 **Invalidity of Provisions.** Each provision contained in this Agreement is distinct and severable. A declaration of invalidity or unenforceability of any provision or portion thereof shall not affect the validity or enforceability of any other provision. Should any provision or portion thereof be held to be invalid or unenforceable, the parties agree that the reviewing authority should endeavor to give effect to the parties' intention as reflected in such provision to the maximum extent possible.

9.4 **Governing Law.** Each party shall maintain compliance with all applicable laws, rules, regulations, and orders relating to its obligations pursuant to this Agreement. This Agreement shall be construed in accordance with, and governed by, the laws of the state in which Agency is located, without giving effect to any choice of law doctrine that would cause the law of any other jurisdiction to apply.

9.5 **Assignment.** This Agreement may not be assigned by either party without the prior written consent of the other. Notwithstanding the foregoing, this Agreement may be assumed by a party's successor in interest through merger, acquisition, or consolidation without additional notice or consent.

9.6 **Waiver.** Either party's failure to exercise, or delay in exercising, any right or remedy under any provision of this Agreement shall not constitute a waiver of such right or remedy.

9.7 **Notices.** Any notice required hereunder shall be in writing and shall be made by certified mail (postage prepaid) to known, authorized recipients at such address as each party may indicate from time to time. In addition, electronic mail (email) to established and authorized recipients is acceptable when acknowledged by the receiving party.

Return to:
City of Forks
500 East Division Street
Forks, WA 98331

Electrical Extension for an Electrical Vehicle (EV) Charging Line Easement

Grantor(s): City of Forks

Grantee: Hoh Tribe

Assessor's Property Parcel Number: 1328095201116 & 1328095201200

Legal Description: Easement associated with a buried electrical line that is part of an electrical vehicle charging station with the line running west-east across the alley starting at a point approximately ten feet (10') north of the south east corner of Lot 3 and then due east to a parallel point approximately ten feet (10') of the south west corner of Lot 6, both lots being in Block 1 of Copeland's First Addition, City of Forks, located in the SW ¼ of the NE ¼ of Section 9, T 28 N, R 13 W, W.M., all within Clallam County, Washington.

Underground Electrical Extension/EV Charging Line

THIS AGREEMENT, made this _____ day of _____, 20____ between the City of Forks, a municipal corporation hereinafter the Grantor, and the Hoh Tribe, hereinafter the Grantee in the County of Clallam, State of Washington.

WITNESSETH:

1. For and in consideration of the performance of the covenants and terms set forth below, and other good and valuable considerations, receipt of which is hereby acknowledged, Grantor hereby grants and conveys unto Grantee a conditional easement across an alley way located between Lots 3 and 6 of Block 1 of Copeland's First Addition (See Plats Volume 4, Page 8) as described above for the purpose of installing a buried underground electrical extension from Lot 3 associated with an electrical vehicle (EV) charging station located on Lot 6. Easement provides right of use and access to Grantee to construct, use, replace, and maintain said electrical infrastructure for the life of the improvement; or, until such time as Lot 6 is developed by the Grantee in such a manner as to relocate the electrical connections needed for the EV charging station.
2. The area associated with this easement will be marked by metal signs in such a manner as to indicate where the electrical extension is located on both Lot 3 and Lot 6. Grantor and Grantee understand that the Grantee will have to undertake the registration of this buried underground improvement with the appropriate utility notification organization.

3. The rights granted herein shall not be construed to interfere with or restrict the Grantor and their assigns from the use of the premises with respect to the repair, maintenance, repair, and improvement of the alley way under which the Grantee's electrical extension has been placed.

This easement shall run with the land and apply to all interests now owned or hereafter acquired to the above-described property. It shall be filed of record with the Auditor's office, Clallam County, Washington.

Signature

Signature

Tim Fletcher, Mayor

Signature

Attested to:

Printed Name

Caryn DePew
Clerk/Treasurer

Signature

Approved as to Form:

Printed Name

William R. Fleck
Attorney/Planner

HOH TRIBE ACKNOWLEDGEMENT

STATE OF _____)
) ss.
COUNTY OF _____)

BE IT REMEMBERED, That on this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the County and State aforesaid, came _____ Chairwoman of the Hoh Tribe, and _____, Secretary of said Tribe, who are personally known to me to be the such officers and who are personally known to me to be the same persons who executed as such officers the within instrument on behalf of said Corporation, and such persons duly acknowledged the execution of the same to be the act and deed of said Corporation.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal the day and year last above written.

My Appointment Expires _____

Notary Public

CITY OF FORKS ACKNOWLEDGEMENT

STATE OF WASHINGTON)
) ss
COUNTY OF CLALLAM)

On this _____ day of _____, _____, before me, _____, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared on the behalf of the City of Forks, a municipal corporation,

Tim Fletcher, duly elected Mayor of the City of Forks, and
Caryn DePew, Clerk/Treasurer for the City of Forks, and
William R. Fleck, City Attorney for the City of Forks

and executed, attested, and approved as to the form the foregoing instrument and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the purposes therein, and on oath stated that Tim Fletcher is authorized to execute the said instrument on behalf of said municipal corporation.

WITNESS MY HAND AND OFFICIAL SEAL HERETO AFFIXED THE DAY AND YEAR FIRST ABOVE WRITTEN.

Notary Public in and for the State of Washington, residing in the City of Forks, with my commission expiring on _____.



RESOLUTION 74, 2025

3a
NOV 04 2025

AUTHORIZING GRANTS FROM THE OPPORTUNITY FUND

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. The Opportunity Fund was authorized by the state legislature in 1997 to assist economically distressed rural counties by providing limited funding for publicly owned infrastructure projects that would lead to new job creation or retention of existing jobs.
2. The Clallam County Board of Commissioners adopted Ordinance 668 on June 1, 1999 creating the Opportunity Fund Program codified at Chapter 5.40.
3. Clallam County Code Chapter 5.40 describes the imposition of a sales or use tax, the administration and collection of the tax, and use of the proceeds. It also creates an Opportunity Fund Board and details its composition and responsibilities.
4. The City of Forks submitted applications seeking grants from the Opportunity Fund.
5. The Opportunity Fund Board met September 16, 2025 to review the application and voted to recommend the approval of a grant to City of Forks.
6. A Board of Clallam County Commissioners public hearing was conducted November 4, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Clallam County Commissioners, in consideration of the above findings of fact:

1. Authorizes one-time expenditures from the Opportunity Fund to be allocated as follows:

City of Forks:

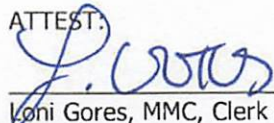
To fund a loan in the amount of \$260,000 at an interest rate tied to the LGIP interest rate at the time of the award not to exceed 4.5% amortized over a 20-year term with a 5-year deferral period and a grant in the amount of \$675,000, both of the above awards are contingent on the City of Forks successfully executing a lease with Riverside Forest Products USA.

2. The Chair is authorized to execute the memorandum of understanding for each approved allocation.

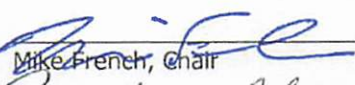
PASSED AND ADOPTED this 4th day of November 2025

BOARD OF CLALLAM COUNTY COMMISSIONERS

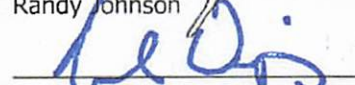
ATTEST:


Loni Gores, MMC, Clerk of the Board




Mike French, Chair


Randy Johnson


Mark Ozias

c: EDC/OFB, Finance Department, Treasurer's Office, Auditor's Office



Office of the Washington State Auditor

Pat McCarthy

Entrance Conference: City of Forks

The Office of the Washington State Auditor's vision is increased trust in government. Our mission is to provide citizens with independent and transparent examinations of how state and local governments use public funds, and develop strategies that make government more efficient and effective.

The purpose of this meeting is to share our planned audit scope so that we are focused on the areas of highest risk. We value and appreciate your input.

Audit Scope

Based on our planning, we will perform the following audits:

Accountability audit for January 1, 2023 through December 31, 2024

We will examine the management, use and safeguarding of public resources to ensure there is protection from misuse and misappropriation. In addition, we will evaluate whether there is reasonable assurance for adherence to applicable state laws, regulations and policies and procedures.

We plan to evaluate the following areas:

- Accounts receivable – utility billing and adjustments
- Police Department – property or evidence room, disposition of property, drug seizure and forfeiture, citation reconciliations, use and tracking of confidential funds and cash receipting
- Procurement – public works and professional services
- Tracking and monitoring of fuel use
- Open public meetings – compliance with minutes, meetings and executive session requirements
- Financial condition – reviewing for indications of financial distress

Financial statement audit for January 1, 2023 through December 31, 2024

We will provide an opinion on whether your financial statements are presented fairly, in all material respects, in accordance with the applicable reporting framework. The audit does not attempt to confirm the accuracy of every amount, but does search for errors large enough to affect the conclusions and decisions of a financial statement user.

Engagement Letter

We have provided an engagement letter that confirms both management and auditor responsibilities, and other engagement terms and limitations. Additionally the letter identifies the cost of the audit, estimated timeline for completion and expected communications.

Levels of Reporting

Findings

Findings formally address issues in an audit report. Findings report significant results of the audit, such as significant deficiencies and material weaknesses in internal controls; misappropriation; and material abuse or non-compliance with laws, regulations or policies. You will be given the opportunity to respond to a finding and this response will be published in the audit report.

Management Letters

Management letters communicate control deficiencies, non-compliance, misappropriation, or abuse that are less significant than a finding, but still important enough to be formally communicated to the governing body. Management letters are referenced, but not included, in the audit report.

Exit Items

Exit items address control deficiencies, non-compliance with laws or regulations, or errors that have an insignificant effect on the audit objectives. These issues are informally communicated to management.

Important Information

Confidential Information

Our Office is committed to protecting your confidential or sensitive information. Please notify us when you give us any documents, records, files, or data containing information that is covered by confidentiality or privacy laws.

Audit Costs

The cost of the audit is estimated to be approximately \$35,000 plus travel expenses.

Expected Communications

During the course of the audit, we will communicate with Caryn DePew, Clerk/Treasurer, on the audit status, any significant changes in our planned audit scope or schedule and preliminary results or recommendations as they are developed.

Please let us know if, during the audit, any events or concerns come to your attention of which we should be aware. We will expect Caryn to keep us informed of any such matters.

Audit Dispute Process

Please contact the Audit Manager or Assistant Director to discuss any unresolved disagreements or concerns you have during the performance of our audit. At the conclusion of the audit, we will summarize the results at the exit conference. We will also discuss any significant difficulties or disagreements encountered during the audit and their resolution.

Loss Reporting

Washington state law requires all state agencies and local governments to immediately notify SAO if staff know or suspect loss of public resources, or of other illegal activity including a cyber-attack if it resulted in a loss of public resources or potentially impacted financial records or systems. State and local government employees should alert us to suspected fraud through the online Report a Suspected Fraud or Loss form below. These notifications can be made on our website at www.sao.wa.gov/report-a-concern/how-to-report-a-concern/fraud-program.

Peer Reviews of the Washington State Auditor's Office

To ensure that our audits satisfy Government Auditing Standards, our Office receives external peer reviews every three years by the National State Auditors Association (NSAA). The most recent peer review results are available online at www.sao.wa.gov/about-sao/who-audits-the-auditor. Our Office received a “pass” rating, which is the highest level of assurance that an external review team can give on a system of audit quality control.

Working Together to Improve Government

Audit Survey

When your report is released, you will receive an audit survey from us. We value your opinions on our audit services and hope you provide us feedback.

Local Government Support Team

This team provides support services to local governments through the Budget, Accounting, and Reporting System (BARS) and annual online filing technical assistance, provides accounting, reporting and BARS training. Our website and client portal offers many resources, including a client Help Desk that answers auditing and accounting questions, updated BARS manuals, access to resources and recorded trainings, and additional accounting and reporting resources. Additionally this team assists with the online filing of your financial statements.

Stay informed on current and upcoming accounting implementations at https://sao.wa.gov/sites/default/files/bars-files/GASB_Accounting_Changes.pdf

The Center for Government Innovation

The Center for Government Innovation of the Office of the Washington State Auditor offers services designed to help you, help the residents you serve at no additional cost to your government. What does this mean? They provide expert advice in areas like building a Lean culture to help local governments find ways to be more efficient, effective and transparent. The Center also provides financial management technical advice and best practices and resources. These can be accessed from the “Improving Government” tab of our SAO website and help you act on accounting standard changes, comply with regulations, protect public resources, minimize your cybersecurity risk and respond to recommendations in your audit. The Center also offers the Financial Intelligence Tool, better known as FIT, to help you assess and monitor your finances and compare your financial operations to other local governments like you. You can email the Center for a personal training session to learn all the benefits using the FIT tool can provide. The Center understands that time is your most precious commodity as a public servant, and wants to help you do more with the limited hours you have. Learn more about how the Center can help you maximize your effect in government at <https://sao.wa.gov/improving-government/center-government-innovation>.

Explore the latest resources in our Resource Library at <https://sao.wa.gov/improving-government/resource-library>.

Audit Team Qualifications

Tina M. Watkins, CPA, Director of Local Audit – Tina has been with the Washington State Auditor’s Office since 1994. In her role, she oversees the audit teams that perform the audits for over 2,200 local governments. She serves on the Washington Finance Officers Association Board. She served as Assistant Director of Local Audit for 8 years prior to becoming the Director of Local Audit. Phone: (360) 260-6411 or Tina.Watkins@sao.wa.gov

Wendy Choy, Assistant Director of Local Audit - Wendy has been with the Washington State Auditor's Office since 2002. In her role as Assistant Director, she assists with statewide oversight and management of all the audits for local government. She is also the program manager for public hospital districts. She served as an Audit Manager for six years prior to becoming an Assistant Director of Local Audit. Phone: (425) 502-7067 or Wendy.Choy@sao.wa.gov

Melinda Seibert, CPA, Audit Manager – Melinda has been with the Washington State Auditor's office since 2012, became an Assistant Audit Manager in 2016 and the Audit Manager in 2024. In her role, she oversees Team Port Orchard, which performs financial, single and accountability audits for local governments in Kitsap, Mason, Jefferson, Clallam, and portions of Pierce and King Counties. She has a Master's Degree in Accounting and is a Certified Public Accountant. Phone: (360) 845-1485 or Melinda.Seibert@sao.wa.gov

Cheryl Friesen, Assistant Audit Manager – Cheryl has been with the State Auditor's Office since 2014. She has a Master's Degree in Business Administration and serves as a Subject Matter Expert for Counties and County Assessor/Property Taxes. Phone: (360) 845-1491 or Cheryl.Friesen@sao.wa.gov

Sam Luker, Audit Lead – Sam has worked for the State Auditor's Office since 2024. Sam graduated from Pacific Lutheran University with a Bachelor's Degree in Business Administration and a Bachelor's Degree in Economics. Phone: (360) 845-7102 or Sam.Luker@sao.wa.gov

October 21, 2025

Dear members of the Forks
City Council,

As part of my hobby, I send letters to various interesting places around the world. While searching on the map for a place to write this time, I was struck by your city of Forks - surrounded by beautiful nature.

Your town caught my attention not only because of its surroundings, but also because, despite its popularity, it remains a peaceful place surrounded by forests and rain.

I would be delighted to receive a short greeting, stamp or signature from one of the council members as a small memento for my collection.

I wish you good health, happiness, and success in managing the city of Forks.

Sincerely,

Ondřej Nevídal.

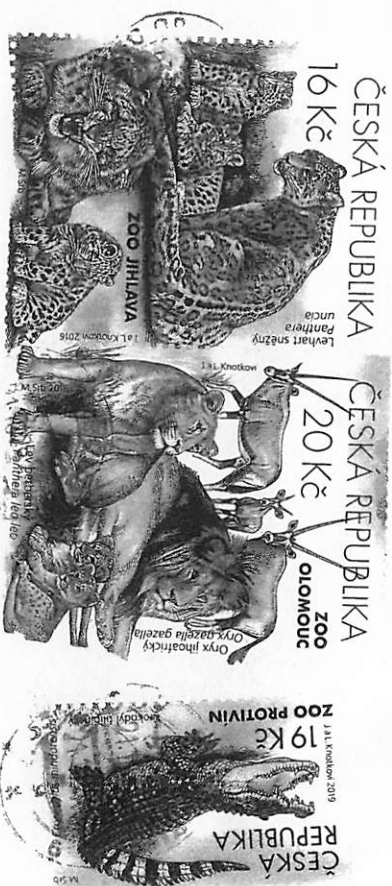
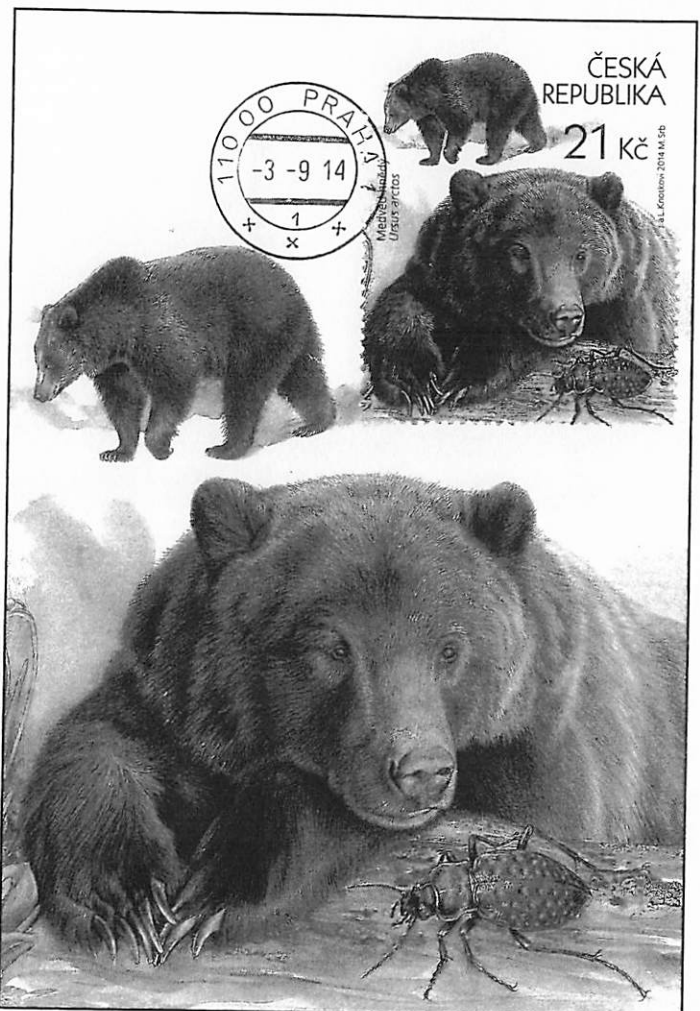
PS: A small gift enclosed. ☺

from:
 Andrew Marshall
 Gen. Postbag 180
 Lenoire 50304
 Czech Republic

PRIORITAIRE

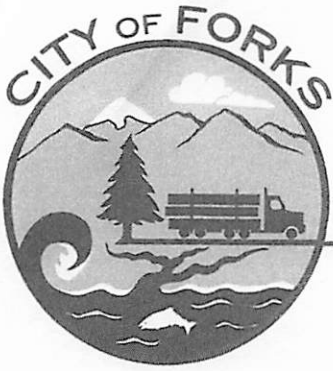


0.024 kg



to:
 Members of the Forks City Council
 Forks City Hall
 500 E Division St
 Forks, WA 98331
 United States

0.024 kg



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

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

November 10, 2025

Dear Ondrèj,

Thank you so much for your letter and gift. We don't have brown bears in our part of the country, but we do have our American black bears. They are much smaller, but still have teeth and claws.

Thank you also for your interest in our small town. Surrounded by Olympic National Park, Forks was hidden away from the world until the Twilight series of books was published. The Twilight connection continues to draw large numbers of people every year, but many come back for the forests, mountains, and beaches. The secret of Forks is out!

We, the Forks City Council, wish you all the best, and hope you'll visit City Hall if you ever visit us here.

With warm regards,

Tim Fletcher, Mayor

Vilkesh Patel, City Council Member

Clint Wood, City Council Member

Joe Soha, City Council Member

Jeff Gingell, City Council Member

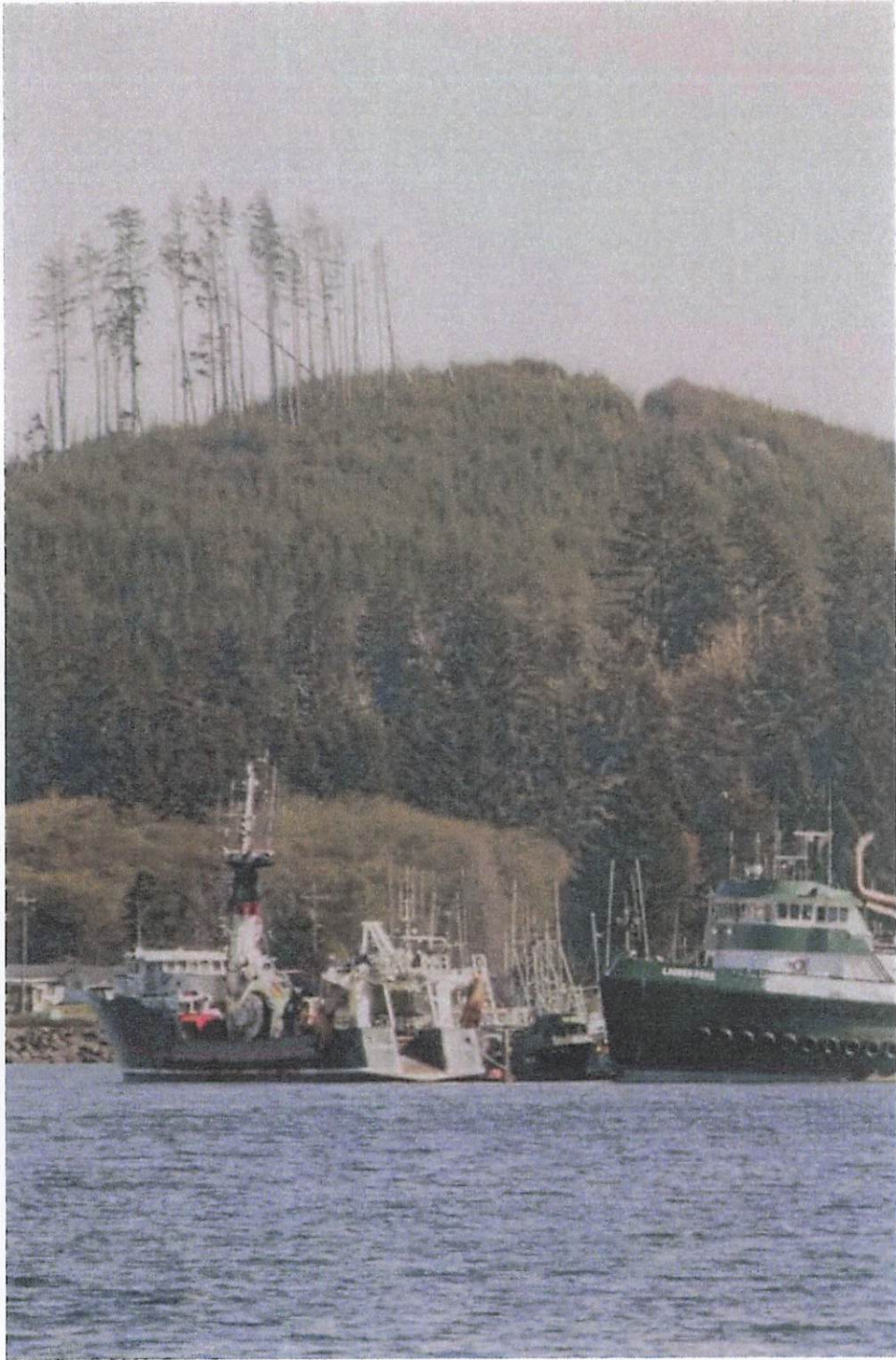
Armistead Coleman, City Council Member

Opinion

The Seattle Times

In the Olympic Peninsula, building a new economy, from the ground up

Nov. 2, 2025 at 8:00 am | *Updated Nov. 2, 2025 at 8:00 am*





By Josh Farley

Forests that include dense coastal western hemlock

Neah Bay, including the Makah Tribal Marina, seen here in

October. The tribe is building a new barge pier to transport products, including wood logged on its... (Josh Farley / The Seattle

Times) **More** ▾

Driving into Neah Bay, at Washington's very northwestern tip, can feel like you've come to the end of the world. A worn highway, twisting along the Strait of Juan de Fuca, eventually reveals a remote seaside village surrounded by Pacific-windswept coastal hemlock forests.

Glenn Ellis Jr., a member of the Makah Tribe, doesn't see it as the last stop. For the tribe, survivors on the continent's edge for thousands of years, this is where life begins. A tribal creation story describes its people emerging into the world from a mussel shell. The Makah built a life from the sea, harvesting cedar to build long houses near the beach.

"We see ourselves as the starting place," Ellis told me.

In that tradition, the tribe's embarking on a new housing project, once again using wood from its own land. This time, it's in **partnership** with a Port Angeles

manufacturer and other Olympic Peninsula organizations, creating a new model of kit-assembled housing for the Makah — and, hopefully, homes far beyond the reservation as well.

It's the first big test project for something called the [North Olympic Peninsula Reconnect Coalition](#). It joins together tribes, county and port commissioners, community college administrators and other leaders who've long grappled with how to create new economic opportunities in an isolated corner of the state.

The coalition has homed in on a single metric: growing the lagging amount of local family wage jobs for those of prime working age.

These leaders are bringing a bold yet focused new vision to the peninsula — one that should be watched and emulated in other communities. Their approach is holistic, tackling both the barriers keeping residents from the workforce, such as a lack of child care, and seeking new infrastructure that can enable economic growth.

For instance, the coalition envisions a network of barges that move freight between ports far more cheaply than the peninsula's limited road network. They see a nimble community college that can tailor courses to the emerging needs of industry. And, in the case of the Makah's hemlock-to-housing plan, they're pursuing new but sustainable forestry solutions that build on the strength of the peninsula's rich natural resources.

Their plans have won financial backing from a particularly large investor: the U.S. government.

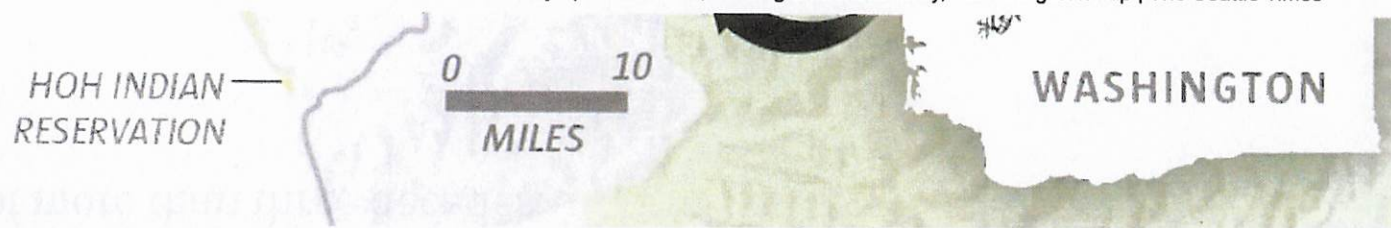
Unlocking opportunity on the Olympic Peninsula

The federal Distressed Area Recompete Pilot Program, part of the federal 2022 CHIPS and Science Act, is funneling millions of dollars to the Olympic Peninsula to grow family-wage jobs. One key project partners the Makah Tribe, a Port Angeles composite recycler and a local port district.

How it works:

- (1)** The tribe logs and mills coastal western hemlock.
- (2)** Barges purchased with federal funds by The Port of Port Angeles will transport the wood from Neah Bay to Port Angeles.
- (3)** In Port Angeles, a vacuum drying process makes the wood more durable. It's cut into mass timber panels that can be assembled to make on-site kit homes and shelters.
- (4)** The kits can be barged to different markets, including back to the Makah Reservation, where in 2026 it will be erected as part of the first new tribal housing project in more than a half-decade.





Sources: Esri, North Olympic Peninsula Recompete Coalition (Reporting by Josh Farley, map by Mark Nowlin / The Seattle Time)

‘From exporting trees to exporting kids and skills’

The coalition beat out more than 550 other communities to win more than \$35 million in funds as part of the [Distressed Area Recompete Program](#). Tucked within the semiconductor-focused CHIPS and Science Act passed by Congress in 2022, it funds economic initiatives in communities suffering from long-term decline.

Democratic U.S. Sen. Maria Cantwell and former U.S. Rep. Derek Kilmer, a fellow Democrat who represented the 6th Congressional District, advocated for the funding. Often, Kilmer has said the timber industry “took it on the chin,” after the spotted owl [decision](#) limited logging on federal lands in the 1990s. In the decades since, dozens of peninsula employers closed operations and thousands of workers lost their jobs, and attempts by the federal, state and local governments have continually failed to reduce a persistent cycle of poverty.

It’s captured in a federal statistic called the [Prime Age Employment Gap](#). In the 1980s, at the height of logging, most 25- to 54-year-olds had good-paying jobs. But today, the north peninsula lags a full eight points behind the national average. That equates to hundreds of

people out of work, often in the most remote and isolated pockets of Clallam and Jefferson counties.

It is backdrops like this that gave rise to the economic populism of President Donald Trump — a political figure whose spheres of power are strongest in areas of America left behind. While Kamala Harris carried Clallam in the presidential election with 52% of the vote, the county becomes more politically red as you go west — which doubles as its most economically challenged area.

Echoes of that populism resonate in places like this, though circumstances are sometimes different: a factory shuttered in the rust belt that's blamed on globalization, a coal mine closed in West Virginia that can't compete with modern energy sources — and a timber sector viewed as too costly to the environment.

The anger evoked by each circumstance is the same.

Politicians have tried to help the peninsula. Government grants gave workers opportunities to retrain for new jobs. But the resulting impact, for those who took advantage, was often to relocate for a job.

“We went from exporting trees to exporting kids and skills,” said Rod Fleck, Forks’ city attorney of more than three decades.

Democratic U.S. Rep. Marie Gluesenkamp Perez, who represents neighboring timber-rich southwest Washington in the 3rd Congressional District, said recently this very evolution is a slap in the face to rural communities.

“Well, we’re going to shut your mill down, and we’re going to stop harvesting timber,” Gluesenkamp Perez told The New York Times’ Ezra Klein. “But hey, here’s a grant that you could apply for.”

“That’s not what people want,” added the congresswoman, who got 3,000 more votes than Trump in her Republican-leaning district. “People want self-determination and agency.”

The Recompete coalition provides the blueprint. It seeks to remove barriers to employment, using a wraparound service model for those who’ve been unable to seek a job. It’s aligning community college courses to train jobseekers with opportunities available in the community. And infrastructure investments will enable local firms to add good-paying jobs.

Leaders are clear-eyed about what is possible — and what isn’t. They avoid spinning fantasies of a large new corporate campus popping up or a nostalgic return to the era of exporting raw logs. They’re seeking to leverage the peninsula’s economic strengths — vast forests and deep-water ports — to make new local products that generate new sustainable incomes.

“We’re not going to get a savior from the outside,” said Clallam County Commissioner Mike French. “The market has chosen the situation we’re in.”

‘To create something homegrown and local’

What will help, French says, are permanent infrastructure improvements on a peninsula that takes half a day to drive across. The Port of Port Angeles’ procurement of a barge fleet is one example. The port’s barges can also move the Makah Tribe’s logs between Neah Bay and Port Angeles as an initial customer.

“We want to create something homegrown and local,” said Ellis, the Makah member who is also managing the new housing project.

Coastal hemlock, which grows like a weed within the tribe’s 60-year harvest rotations, has its challenges: 120-plus inches of rain each year means it takes longer than other lumber to dry, and it is susceptible to warping, cracking and decay. Those problems can be overcome through a vacuum process known as thermal modification.

At the Composite Recycling Technology Center in Port Angeles, the Makah’s sustainably harvested wood is modified and then cross laminated into durable long-term panels. They’ve proven their mettle already. The U.S. military ordered emergency shelters made with the hemlock that can be erected anywhere in one day. The shelters have already shown they can withstand a [massive earthquake](#), after testing at a U.S. Army facility last year.

The center plans to deliver the first kit home to the Makah next year. The Recompete coalition also sees potential in it as a new and cheaper way to build badly needed housing across the

region. It's investing some of the federal dollars in the oven-like thermal modification systems so the operation can expand.

The Makah project is emblematic of what the coalition is trying to do: use an existing raw material, make it better locally and sell it widely.

That's what makes the Recompete plan different: Its federal funding doesn't develop dependency on federal cash but rather grows economic capacity.

Some might ask: Why not focus the plan on a different peninsula strength? A tourism-based economy could continue to cater to retirees and remote workers, in one of the most picturesque places on the planet, perhaps. Here's why that won't work: It will do nothing for the entrenched generational poverty in the peninsula's remote areas. For example, the Ph.D. who retires in Sequim also crowds out housing that, at [below 3% vacancy](#), is some of the least available in the state.

"We need to have employment that keeps our kids here with a future," said Colleen McAleer, director of Clallam's Economic Development Council. "Retirees take up existing housing stock. So it surges cost of housing."

A government shutdown may delay release of some funding for the Recompete program, but, hopefully, not for long. This is the peninsula's best opportunity for economic revitalization.

The reason: trust in the local leadership to deliver the vision. It's an acknowledgment that the people closest to the problem are the most capable of solving it. Let's give them the room and agency they need to get the job done.

Josh Farley: 206-464-8275 or jfarley@seattletimes.com. is a member of The Seattle Times editorial board.

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