

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

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

CELEBRATE YOUTH WEEK

A Proclamation Designating May 3–9, 2026 as Youth Week

WHEREAS, the City of Forks has devoted itself to its children and their activities, building a stronger and safer community for all its citizens; and

WHEREAS, the Forks Elks Lodge 2524 has similarly devoted itself to this endeavor; and

WHEREAS, the Benevolent and Protective Order of Elks has designated the first week of May as Youth Week; and

WHEREAS, both the City of Forks and the Forks Elks Lodge are dedicated to the youth of this community.

NOW THEREFORE, as Mayor, I do hereby proclaim May 3-9, 2026 as Youth Week in the City of Forks, joining in similar proclamations at local, state, and national levels.

Dated this 13th day of April 2026



Tim Fletcher, Mayor

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
March 23, 2026

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

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

0:25 **ROLL CALL**

Council members present: Patel, Kimball, Soha, Pearson, 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

0:43 **Motion** to approve the agenda as presented by Soha, second Pearson, motion carried.

1:11 **PUBLIC COMMENT**

There were no comments from the public.

ACTION ITEMS

1. Council Meeting Minutes

1:31 **Motion** to approve minutes from the February 23, 2026 Regular Meeting by Soha, second Kimball, motion carried.

2. Expenditures

1:53 **Motion** to approve payroll checks 45508 through 45524 in the amount of \$83,497.51, and claim checks 44507 and 45525 through 45550 and EFTs as included in the total amount of \$96,452.33 by Patel, second Kimball, motion carried.

3. Resolution No. 535: Quillayute Airport Runway Rehab WSDOT-A Funding Match Certification

2:40 Attorney/Planner Fleck explained WSDOT's need for this resolution.

2:56 **Motion** to approve Resolution No. 535 confirming the City of Forks commits to providing matching funds for the WSDOT Aviation Aid Grant for the Pavement Rehabilitation and Gate Replacement Project at Quillayute Airport by Soha, second Pearson, motion carried.

4. Public Works Applicant Certification

3:20 Attorney/Planner explained City Council must adopt the Applicant Certification document in their notebooks as part of Public Works Director Hampton's application for a low-interest loan from the Washington State Public Works Board.

4:59 **Motion** to adopt the Applicant Certification document by Soha, second Patel, motion carried.

5. Forks Industrial Park Insulation Bid Award

5:20 Attorney/Planner Fleck explained bid-related documents included in Council notebooks. Discussion ensued.

18:16 **Motion** to award the Forks Industrial Park Insulation Project to Rain Paint by Soha, second Patel, motion carried 4–0 with Pearson abstaining.

6. Set 2025 Annual Request for Rezone Public Hearing

18:55 Attorney/Fleck directed Council to related documents in their notebooks, and asked that the public hearing be set for April 27, 2026.

21:48 **Motion** to set the public hearing for 2025 rezoning requests for April 27, 2026 by Soha, second Patel, motion carried.

DISCUSSION ITEMS

22:29 **1. Park Board March 12, 2026 Meeting Minutes**

Council reviewed the minutes from the Park Board meeting of March 12, 2026.

2. RAC Floor Resurface

23:15 Mayor Fletcher expressed his disappointment in the results, and Attorney/Planner Fleck provided information on the project, the problems that have come up, and said the City is looking at options for resolving the problems. Discussion continued.

3. Council Member Reports

31:51 **Council Member Patel** reported having participated in the RMSA leadership webinar, which he found very informative.

33:00 **Council Member Kimball** said a number of people have approached him regarding the street resurfacing project.

34:54 **Council Member Pearson** reported a date has been set for the first event, a taco feed, in fundraising efforts for those self-deporting and their families. She said she also found the RMSA leadership webinar very informative.

4. Staff Reports

36:39 **Clerk/Treasurer DePew** directed Council to the 2025 City of Forks Estimated vs Actual Budget showing actual 2025 year-end balances. She then said the State audit is finished, and that she has a meeting tomorrow regarding the sewer rate study.

37:26 **Public Works Director Hampton** reported on the latest progress on the E Street project, and that the pavement portion is almost ready to go out for bid, as is the bid for the biosolids floor. He then said a public meeting on the chip-seal project was well advertised prior to the project, at a time when the City was still quite open

to suggestions, and that only one person from the community attended. He then explained again how the project came about, the process involved, and its limitations. He also noted the Transportation Improvement Board has been quite generous with its funding of several projects in the City.

41:59 **Police Chief Rowley** asked those with friends or loved ones who may require emergency services to be sure first responders have the space they need to get themselves and their equipment, including gurneys, where it needs to go inside people's homes.

45:40 **Attorney/Planner Fleck** reported the Mayor awarded the bid for new gutters and downspouts at City Hall, the ICN Building, and the animal shelter to Tru Colors Contracting, Inc., and that three bidders for the Quillayute Airport Runway Rehabilitation Project attended a pre-bid conference with the City's consultant. Bids will be due at the beginning of April. He then reported in detail on two very successful conferences held recently at the Rainforest Arts Center: one by a project incubator, and the other the Society of American Foresters' state conference. Finally, he said he spoke with Paul Jarkiewicz, CEO of Port of Port Angeles, about trenching at the Industrial Park, a possible terminal at the Quillayute Airport, and a business interested in using the airport.

53:23 **4. Mayor's Report**

Mayor Fletcher reported on the State of the City address, which he said, was well received. He said one of the things he spoke about was the warming/cooling station at the transit center, and that he would appreciate volunteers from the community helping with it when it is open.

54:21 **Attorney/Planner Fleck** reported additionally on a meeting with lawyers for the different agencies associated with the RAISE grant used to fund planning of the Puget Sound to Pacific Trail, part of which will be inside the City.

45:49 **Mayor Fletcher** added that he reported on improvements to the downtown portion of the City at the State of the City address, and that his next project will involve the train at Tillicum Park.

5. ADJOURNMENT

57:01 **Motion** to adjourn by Soha, second Patel, motion carried. Meeting adjourned at 8:26 p.m.

Tim Fletcher, Mayor

Caryn DePew, Clerk/Treasurer

City of Forks
Council Meeting Minutes Regular Session
City Council Chambers
April 13, 2026

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

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

0:27 **ROLL CALL**

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

MODIFICATIONS/APPROVAL OF AGENDA

1:00 **Motion** to approve the agenda as presented by Soha, second Patel, motion carried.

PUBLIC COMMENT

1:21 Lissy Andros, Director Forks Chamber of Commerce announced the Best of Awards luncheon at 11:30 a.m. on Wednesday, April 15 at Blakeslee's Bar and Grill, noting that "Best of" and other special awards will be presented.

ACTION ITEMS

1. Council Meeting Minutes

1:55 **Motion** to approve minutes from the March 9, 2026 Regular Meeting by Soha, second Patel, motion carried.

2. Expenditures

2:16 **Motion** to approve manual check 45551 in the amount of \$12,569.66, manual check 45615 in the amount of \$500.00, payroll checks 45552 through 45571 in the amount of \$150,484.76, claim checks 45573 through 45614 and EFTs as included in the total amount of \$194,400.75, and travel checks 3768 through 3772 in the amount of \$417.21 by Patel, second Soha, motion carried.

3. January 2026 Treasurer's Report

3:14 Clerk/Treasurer DePew commented on the variance notes.

4:08 **Motion** to approve the January 2026 Treasurer's Report by Soha, second Patel, motion carried.

4:28 **4. Tillicum Park Movie Nights Authorization**

Council reviewed the event resource request form.

4:43 **Motion** to authorize the Forks Chamber of Commerce to host three free family movie nights in Tillicum Park in July and August 2026 by Patel, second Soha, motion carried.

5. RAC Floor Resurface Payment & Agreement Approval

5:04 Attorney/Planner Fleck explained the proposal, which is based on discussion with the contractor's attorney and included in Council notebooks. Discussion ensued.

9:31 **Motion** to approve the RAC floor resurface payment and agreement by Soha, further discussion ensued, second Pearson, motion carried.

6. King Ranch Culverts Engineering Services Contract

11:12 Attorney/Fleck informed Council of increases in contract cost versus the bid received from Skilling, and explained some of the factors behind the increases. Discussion ensued.

15:04 **Motion** to approve the Scope of Work and Cost Summary by Pearson, further discussion ensued.

18:06 Patel seconded the motion, motion carried 2–1 with Soha against.

DISCUSSION ITEMS

1. Industrial Park Interfund Loan

18:38 Attorney/Planner Fleck explained the potential need for an interfund loan for Industrial Park improvements. Discussion of the various projects ensued.

2. Quillayute Airport Runway Rehab Bids

21:18 Attorney/Planner Fleck briefly explained the Runway Rehab Project and informed Council that Century West Engineering is in the process of evaluating the bids received. He noted that some issues have come up. General discussion of the content of bid requests and quality of work ensued.

3. Tillicum Park Improvements Grant Opportunities

31:42 Attorney/Planner Fleck introduced an outline of Park Board plans in Council notebooks, and informed Council of a meeting with Beckwith Consulting Group he and Council Member Pearson participated in regarding the Park Board's development of a Park, Recreation & Open Space Plan and their applications for grants from the Washington Recreation & Conservation Office, both of which he explained. Pearson contributed further details.

4. Council Member Reports

41:15 **Council Member Pearson** reported having received various questions from the community, and explained the questions and her responses to them.

5. Staff Reports

44:34 **Public Works Director Hampton** reported the E Street project is almost complete. In response to the matters Pearson raised in her dealings with the

community, he said some jobs do require public works employees to appear to be “just standing around”, and that the group that organized the Easter egg hunt at Tillicum Park were informed there were no restrooms. Mayor Fletcher added that a request form has been developed for community events.

47:05 **Police Chief Rowley** reported having received a complaint that one of his officers was seen having lunch at a restaurant. He explained that police officers are not subject to state laws requiring lunch and other breaks for employees, so they take lunch whenever they can during their 12-hour shifts, defending their hard work.

50:11 **Attorney/Planner Fleck** reported there will be a public hearing on three zoning requests received in 2025, having met with the FAA regarding upcoming projects, and informed Council of the topics of upcoming Planning Commission meetings.

6. Mayor's Report

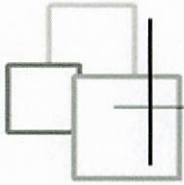
54:05 Mayor Fletcher directed Council to the new event resource request form again and explained how they are used. He also said the person using a metal detector and leaving holes in the ground at Tillicum Park will be trespassed, and asked Council to pick up their notebooks on Friday so they come to meetings prepared.

7. ADJOURNMENT

Motion to adjourn by Soha, second Patel, motion carried. Meeting adjourned at 8:26 p.m.

Tim Fletcher, Mayor

Caryn DePew, Clerk/Treasurer

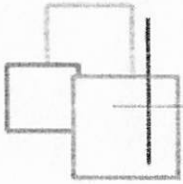


Voucher Directory

Fiscal: : 2026 - April

Council Date: : 2026 - April - Manuals Second Council

Vendor	Number	Reference	Account Number	Description	Amount
GoldRock Inv. LLC					
	45616			2026 - April - Manuals Second Council	
		973SP331-001B			
			RAC Floor Refinish 1/2		
			304-000-000-594-75-60-00	RAC Capital Improvements	\$4,081.09
			410-000-000-594-75-60-00	RAC Capital Improvements	\$4,081.10
		Total 973SP331-001B			\$8,162.19
	Total 45616				\$8,162.19
Total GoldRock Inv. LLC					\$8,162.19
Grand Total		Vendor Count	1		\$8,162.19



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2026 - April - Manuals Second Council

Fund Number	Description	Amount
304	Capital Improvement	\$4,081.09
410	Airport/Industrial Park	\$4,081.10
	Count: 2	\$8,162.19

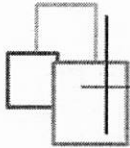
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

Signed: _____
Title: Accounting Technician

Audited and ordered paid by Forks City Council:

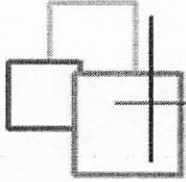
Date: _____

Auditing Committee



Register

Number	Name	Fiscal Description	Amount
<u>45617</u>	AFLAC Remittance Processing	2026 - April - Second Council Date	\$21.00
<u>45618</u>	AWC Employee Benefit Trust	2026 - April - Second Council Date	\$375.00
<u>45619</u>	AWC Life Ins - Supplemental	2026 - April - Second Council Date	\$37.10
<u>45620</u>	Department of Employment Security	2026 - April - Second Council Date	\$150.78
<u>45621</u>	Dept of Labor & Industry	2026 - April - Second Council Date	\$2,051.97
<u>45622</u>	Dept of Retirement - Def Comp	2026 - April - Second Council Date	\$608.90
<u>45623</u>	Dept of Retirement - Def Comp - Roth	2026 - April - Second Council Date	\$61.75
<u>45624</u>	Dept of Retirement Systems-LEOFF	2026 - April - Second Council Date	\$2,419.00
<u>45625</u>	Dept of Retirement Systems-PERS 2	2026 - April - Second Council Date	\$4,302.39
<u>45626</u>	Dept of Retirement Systems-PERS 3	2026 - April - Second Council Date	\$610.12
<u>45627</u>	Dept of Retirement Systems-PSERS	2026 - April - Second Council Date	\$2,035.02
<u>45628</u>	EFTPS	2026 - April - Second Council Date	\$17,215.54
<u>45629</u>	Employment Security Dept - PFML	2026 - April - Second Council Date	\$608.55
<u>45630</u>	Teamsters Local 589	2026 - April - Second Council Date	\$296.00
<u>45631</u>	United Way	2026 - April - Second Council Date	\$38.00
<u>45632</u>	WA Cares	2026 - April - Second Council Date	\$308.72
<u>45633</u>	Washington State Support Registry	2026 - April - Second Council Date	\$317.00
<u>Direct Deposit Run - 4/20/2026</u>	Payroll Vendor	2026 - April - Second Council Date	\$55,894.50
			\$87,351.34



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2026 - April - Second Council Date

Fund Number	Description	Amount
001	General Fund	\$51,540.39
101	Street	\$3,843.49
140	Lodging Tax Fund	\$529.88
150	Transit Center Fund	\$208.89
400	Water	\$19,848.82
402	Sewer	\$7,862.96
410	Airport/Industrial Park	\$3,516.91
	Count: 7	\$87,351.34

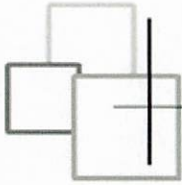
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

Signed: _____
Title: Accounting Technician

Audited and ordered paid by Forks City Council:

Date: _____

Auditing Committee



Voucher Directory

Fiscal: : 2026 - April

Council Date: : 2026 - April - Second Council Date

Vendor	Number	Reference	Account Number	Description	Amount
AWC Employee Benefit					
	45634			2026 - April - Second Council Date	
		042026/AWC Leoff 1			
			Leoff 1 Rice		
			001-000-000-521-20-41-15	Rice	\$1,057.10
		Total 042026/AWC Leoff 1			\$1,057.10
	Total 45634				\$1,057.10
Total AWC Employee Benefit					\$1,057.10
Beckwith Consulting Group					
	45635			2026 - April - Second Council Date	
		Beckwith-1			
			Tilli. Park Improve. Plan		
			001-000-000-594-76-63-01	Tillicum Park Improvements	\$3,200.00
			010-000-000-594-76-63-01	Tillicum Park Improvements	\$3,200.00
		Total Beckwith-1			\$6,400.00
	Total 45635				\$6,400.00
Total Beckwith Consulting Group					\$6,400.00
Bruch and Bruch Construction, Inc.					
	45636			2026 - April - Second Council Date	
		2604002-IN			
			Bedding Sand		
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$413.41

Vendor	Number	Reference	Account Number	Description	Amount
		Total 2604002-IN			\$413.41
		2604015-IN			
			Bedding Sand		
			400-000-000-594-34-63-35	E St Water Main Replace Proj.	\$422.81
		Total 2604015-IN			\$422.81
	Total 45636				\$836.22
Total Bruch and Bruch Construction, Inc.					\$836.22
Canon Fin Serv Inc					
	45637			2026 - April - Second Council Date	
		42990712			
			Copier Lease		
			001-000-000-515-31-31-00	Operating Supplies	\$15.79
			001-000-000-558-61-31-00	Operating Supplies	\$15.78
			101-000-000-542-31-31-00	Operating Supplies	\$15.78
			400-000-000-534-80-31-00	Operating Supplies	\$47.35
			402-000-000-535-80-31-00	Operating Supplies	\$31.57
			410-000-000-552-10-31-00	Operating Supplies	\$31.57
		Total 42990712			\$157.84
	Total 45637				\$157.84
Total Canon Fin Serv Inc					\$157.84
Carradine, Tim					
	45638			2026 - April - Second Council Date	
		7727			
			Water Compound Desktop		
			400-000-000-534-80-48-41	Computer Repair	\$2,226.30
		Total 7727			\$2,226.30
		7738			
			IT Services		
			001-000-000-514-23-31-00	Operating Supplies	\$206.72
			400-000-000-534-80-31-00	Operating Supplies	\$336.88
			402-000-000-535-80-31-00	Operating Supplies	\$114.84
			410-000-000-546-10-31-00	Operating Supplies	\$107.19

Vendor	Number	Reference	Account Number	Description	Amount
		Total 7738			\$765.63
		7739			
			IT Services		
			001-000-000-521-20-48-28	Computer Repair	\$475.13
			001-000-000-523-61-48-17	Computer Repair	\$230.77
		Total 7739			\$705.90
	Total 45638				\$3,697.83
Total Carradine, Tim					\$3,697.83
Centurylink					
	45639			2026 - April - Second Council Date	
		042026/Centurylink			
			Telephones		
			001-000-000-514-23-42-00	Communications	\$139.54
			001-000-000-521-20-42-00	Communication	\$37.26
			001-000-000-523-61-42-00	Communication	\$37.26
			400-000-000-534-80-42-00	Communication	\$214.29
			402-000-000-535-80-42-00	Communication	\$244.22
			410-000-000-546-10-42-00	Communication	\$69.77
		Total 042026/Centurylink			\$742.34
	Total 45639				\$742.34
Total Centurylink					\$742.34
CenturyLink Business Services					
	45640			2026 - April - Second Council Date	
		780434260			
			Broadband		
			001-000-000-514-23-42-00	Communications	\$43.94
			400-000-000-534-80-42-00	Communication	\$69.05
			402-000-000-535-80-42-00	Communication	\$25.11
			410-000-000-546-10-42-00	Communication	\$18.83
			410-000-000-552-50-42-00	Communication	\$470.84
		Total 780434260			\$627.77
	Total 45640				\$627.77

Vendor	Number	Reference	Account Number	Description	Amount
Total CenturyLink Business Services					\$627.77
City Of Port Angeles					
	45641			2026 - April - Second Council Date	
		92942			
			2026 Q2 Pencom Dispatch		
			001-000-000-521-20-42-13	911/Dispatch Service	\$10,450.00
		Total 92942			\$10,450.00
	Total 45641				\$10,450.00
Total City Of Port Angeles					\$10,450.00
Clallam County PUD					
	45642			2026 - April - Second Council Date	
		042026/PUD			
			PUD		
			001-000-000-512-52-47-00	PUD Services	\$441.46
			001-000-000-514-23-47-00	PUD Services	\$311.62
			001-000-000-521-20-47-00	PUD Services	\$519.37
			001-000-000-523-61-47-00	PUD Services	\$597.27
			001-000-000-576-80-47-00	PUD Services	\$93.52
			001-000-000-576-80-47-00	PUD Services	\$58.73
			001-000-000-576-80-47-71	PUD Services	\$105.75
			001-000-000-576-80-47-72	PUD Services	\$93.43
			001-000-000-576-80-47-73	PUD Services	\$160.73
			101-000-000-542-31-47-00	PUD Services	\$71.46
			101-000-000-542-31-47-00	PUD Services	\$71.46
			101-000-000-542-31-47-00	PUD Services	\$233.54
			101-000-000-542-31-47-00	PUD Services	\$721.03
			150-000-000-547-10-47-01	PUD Services	\$565.42
			400-000-000-534-80-47-00	PUD Services	\$59.86
			400-000-000-534-80-47-00	PUD Services	\$363.56
			400-000-000-534-80-47-00	PUD Services	\$494.30
			400-000-000-534-80-47-41	PUD Services	\$592.32
			400-000-000-534-80-47-42	PUD Services	\$841.05

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-47-44	PUD Services	\$374.44
			400-000-000-534-80-47-46	PUD Services	\$183.72
			402-000-000-535-80-47-00	PUD Services	\$129.84
			402-000-000-535-80-47-50	PUD-Biosolids Bldg	\$980.39
			402-000-000-535-80-47-51	PUD-Pump Station	\$127.58
			402-000-000-535-80-47-52	PUD-Lab	\$2,579.14
			410-000-000-546-10-47-00	PUD Services	\$327.24
			410-000-000-552-10-47-00	PUD Services	\$233.71
			410-000-000-552-50-47-00	PUD Services	\$481.41
			410-000-000-575-50-47-00	PUD Services	\$842.77
			412-000-000-546-10-47-00	PUD Services	\$120.15
			412-000-000-546-10-47-00	PUD Services	\$79.90
			412-000-000-546-10-47-00	PUD Services	\$55.59
		Total 042026/PUD			\$12,911.76
	Total 45642				\$12,911.76
Total Clallam County PUD					\$12,911.76
Clallam County Sheriff Dept.					
	45643			2026 - April - Second Council Date	
		C26-011			
			Prisoner Expenses		
			001-000-000-523-61-49-01	County Jail Expenses	\$217.52
		Total C26-011			\$217.52
	Total 45643				\$217.52
Total Clallam County Sheriff Dept.					\$217.52
Dressel, Joel					
	45644			2026 - April - Second Council Date	
		INV0041			
			Buopane Cabin Plan Review		
			001-000-000-558-50-41-02	Plan Reviews	\$145.86
		Total INV0041			\$145.86
	Total 45644				\$145.86
Total Dressel, Joel					\$145.86

Vendor	Number	Reference	Account Number	Description	Amount
Enterprise FM Trust					
	04202026/Enterprise EFT			2026 - April - Second Council Date	
		574757A-040326			
			Vehicle Leases		
			001-000-000-594-14-66-03	2020 Nissan Rogue	\$112.55
			001-000-000-594-76-66-01	2020 Toyota Tacoma 71023D-GL	\$52.97
			101-000-000-594-42-66-06	2020 Ford F550	\$305.50
			101-000-000-594-42-66-06	2020 Ford F550	\$105.94
			101-000-000-594-42-66-07	2020 Toyota Tacoma 71021D - JC	\$52.96
			400-000-000-594-34-66-03	2020 Nissan Rogue	\$183.41
			400-000-000-594-34-66-04	2020 Toyota Tacoma 71022D - MH	\$529.60
			400-000-000-594-34-66-05	2020 Toyota Tacoma 71023D - GL	\$370.78
			400-000-000-594-34-66-06	2020 Ford F550	\$712.83
			400-000-000-594-34-66-09	2021 Toyota Tacoma 71784D - PH	\$87.23
			400-000-000-594-34-66-10	2020 Toyota Tacoma 710210D - JC	\$105.94
			402-000-000-594-35-66-03	2020 Nissan Rogue	\$62.53
			402-000-000-594-35-66-04	2020 Toyota Tacoma 71021D - JC	\$264.84
			402-000-000-594-35-66-05	2022 Toyota Tacoma 72745D - SG	\$766.19
			410-000-000-594-52-66-03	2020 Nissan Rogue	\$58.36
			410-000-000-594-52-66-04	2020 Toyota Tacoma 741021D - JC	\$105.93
			Total 574757A-040326		\$3,877.56
			Total 04202026/Enterprise EFT		\$3,877.56
			Total Enterprise FM Trust		\$3,877.56
Forks Community Hospital					
	45645			2026 - April - Second Council Date	
		460104396004			
			Inmate Medical		
			001-000-000-523-61-41-05	Inmate - Medical	\$1,649.45
			Total 460104396004		\$1,649.45
			Total 45645		\$1,649.45
			Total Forks Community Hospital		\$1,649.45

Vendor	Number	Reference	Account Number	Description	Amount
HamletMail Services					
	45646			2026 - April - Second Council Date	
		1088			
			AP/PR Checks		
			001-000-000-514-23-31-00	Operating Supplies	\$122.37
			001-000-000-521-20-31-00	Operating Supplies	\$136.49
			001-000-000-523-61-31-00	Operating Supplies	\$127.08
			101-000-000-542-31-31-00	Operating Supplies	\$37.65
			400-000-000-534-80-31-00	Operating Supplies	\$305.92
			402-000-000-535-80-31-00	Operating Supplies	\$117.66
			410-000-000-546-10-31-00	Operating Supplies	\$94.13
		Total 1088			\$941.30
	Total 45646				\$941.30
Total HamletMail Services					\$941.30
Jackson Civil Engineering, LLC					
	45647			2026 - April - Second Council Date	
		0032-08-01			
			Jacoby Waterline Plan Review		
			400-000-000-534-80-41-00	Professional Services	\$450.00
		Total 0032-08-01			\$450.00
		0032-GEN-04			
			Hydrant Survey		
			400-000-000-534-80-41-00	Professional Services	\$560.00
		Total 0032-GEN-04			\$560.00
	Total 45647				\$1,010.00
Total Jackson Civil Engineering, LLC					\$1,010.00
Jerry Leppell					
	45648			2026 - April - Second Council Date	
		042026/Jerry's			
			Backpack Blower		
			101-000-000-542-31-31-61	Tools	\$597.25
		Total 042026/Jerry's			\$597.25

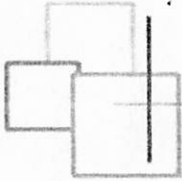
Vendor	Number	Reference	Account Number	Description	Amount
	Total 45648				\$597.25
Total Jerry Leppell					\$597.25
Lexipol, LLC					
	45649			2026 - April - Second Council Date	
		INVLEX11260846			
			Corrections Annual Policy Manual		
			001-000-000-523-61-31-00	Operating Supplies	\$5,674.78
		Total INVLEX11260846			\$5,674.78
	Total 45649				\$5,674.78
Total Lexipol, LLC					\$5,674.78
Olympic Springs Inc.					
	45650			2026 - April - Second Council Date	
		042026/Oly. Springs			
			Water		
			001-000-000-523-61-31-05	Inmate Welfare & Concessions	\$32.42
		Total 042026/Oly. Springs			\$32.42
	Total 45650				\$32.42
Total Olympic Springs Inc.					\$32.42
PetroCard					
	45651			2026 - April - Second Council Date	
		0585192-IN			
			Oil for WWTP Shop		
			402-000-000-535-80-31-00	Operating Supplies	\$102.18
		Total 0585192-IN			\$102.18
	Total 45651				\$102.18
Total PetroCard					\$102.18
Postmaster - Trust Acct					
	45652			2026 - April - Second Council Date	
		042026/Postmaster			
			Postage		

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-534-80-42-41	Postage	\$450.00
			402-000-000-535-80-42-51	Postage	\$150.00
		Total 042026/Postmaster			\$600.00
	Total 45652				\$600.00
Total Postmaster - Trust Acct					\$600.00
Public Safety Testing Inc.					
	45653			2026 - April - Second Council Date	
		PST 26-154			
			Q1 2026 Recruiting Assistance		
			001-000-000-521-20-41-00	Professional Services	\$145.00
			001-000-000-523-61-41-00	Professional Services	\$58.00
		Total PST 26-154			\$203.00
	Total 45653				\$203.00
Total Public Safety Testing Inc.					\$203.00
Quadient Finance USA, Inc					
	45654			2026 - April - Second Council Date	
		042026/Quadiant			
			Postage		
			001-000-000-515-31-42-00	Communications	\$2.51
			001-000-000-521-20-42-41	Postage	\$17.46
			001-000-000-523-61-42-41	Postage	\$2.51
			001-000-000-558-61-42-41	Postage	\$60.83
			400-000-000-534-80-42-41	Postage	\$316.69
		Total 042026/Quadiant			\$400.00
	Total 45654				\$400.00
Total Quadient Finance USA, Inc					\$400.00
Thoma, Siegfried					
	45655			2026 - April - Second Council Date	
		042026/Thoma Refund			
			Water Refund-Closed Acct.		
			400-000-000-534-80-49-02	Water Utilities Refund Acc	\$58.92

Vendor	Number	Reference	Account Number	Description	Amount
		Total 042026/Thoma Refund			\$58.92
	Total 45655				\$58.92
Total Thoma, Siegfried					\$58.92
Unum					
	45656			2026 - April - Second Council Date	
		042026/Unum			
		LEoff 1 LTC Insurance			
		001-000-000-521-20-41-15		Rice	\$188.70
		Total 042026/Unum			\$188.70
	Total 45656				\$188.70
Total Unum					\$188.70
USDA					
	04242026/USDA EFT			2026 - April - Second Council Date	
		04242026/USDA			
		Loan Payment			
		400-000-000-591-34-70-01		USDA Water Tank Loan Principal	\$2,716.80
		400-000-000-592-34-80-01		USDA Water Tank Loan Interest	\$3,083.20
		Total 04242026/USDA			\$5,800.00
	Total 04242026/USDA EFT				\$5,800.00
Total USDA					\$5,800.00
Verizon Wireless, Bellevue					
	45657			2026 - April - Second Council Date	
		6140377814			
		Cellular Service			
		001-000-000-511-61-42-00		Communication	\$39.22
		001-000-000-521-20-42-00		Communication	\$306.92
		001-000-000-523-61-42-00		Communication	\$39.22
		400-000-000-534-80-42-00		Communication	\$433.62
		402-000-000-535-80-42-00		Communication	\$39.22
		Total 6140377814			\$858.20
	Total 45657				\$858.20

Vendor	Number	Reference	Account Number	Description	Amount
Total Verizon Wireless, Bellevue					\$858.20
WA Dept Of Labor & Ind.					
	45658			2026 - April - Second Council Date	
		Qtr1 2026/L & I			
			1Q 2026 L & I		
			001-000-000-511-61-23-00	Workmans Comp	\$9.06
		Total Qtr1 2026/L & I			\$9.06
	Total 45658				\$9.06
Total WA Dept Of Labor & Ind.					\$9.06
WA State Auditor's Office					
	45659			2026 - April - Second Council Date	
		L174437			
			2023-2024 Audit		
			001-000-000-514-23-49-51	State Audit	\$57.14
			400-000-000-534-80-41-51	State Audit	\$93.13
			402-000-000-535-80-41-51	State Audit	\$31.75
			410-000-000-546-10-49-51	State Audit	\$29.63
		Total L174437			\$211.65
	Total 45659				\$211.65
Total WA State Auditor's Office					\$211.65
Walter E. Nelson Co.					
	45660			2026 - April - Second Council Date	
		INVSEA1130460			
			Chlorine for Treatment		
			400-000-000-534-80-31-42	Chemicals	\$550.56
		Total INVSEA1130460			\$550.56
	Total 45660				\$550.56
Total Walter E. Nelson Co.					\$550.56
West					
	45661			2026 - April - Second Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		853391695			
			Subscriptions		
			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	\$176.99
		Total 853391695			\$531.05
	Total 45661				\$531.05
Total West					\$531.05
Western Systems, Inc					
	45662			2026 - April - Second Council Date	
		71678			
			School Zone Beacon Replacement		
			101-000-000-542-31-31-00	Operating Supplies	\$4,148.97
		Total 71678			\$4,148.97
	Total 45662				\$4,148.97
Total Western Systems, Inc					\$4,148.97
Grand Total		Vendor Count	31		\$64,689.29



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2026 - April - Second Council Date

Fund Number	Description	Amount
001	General Fund	\$27,666.29
010	Donation Program	\$3,200.00
101	Street	\$6,361.54
150	Transit Center Fund	\$565.42
400	Water	\$17,824.97
402	Sewer	\$5,767.06
410	Airport/Industrial Park	\$3,048.37
412	Quillayute Airport	\$255.64
	Count: 8	\$64,689.29

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

Signed: _____
Title: Accounting Technician

Audited and ordered paid by Forks City Council:

Date: _____

Auditing Committee



City of Forks
500 East Division
Forks, WA 98331

PROFESSIONAL SERVICES AGREEMENT

PROJECT: King Ranch Culvert Design – 60% and HPA Submittals
CONSULTANT: Skillings, LLC

THIS AGREEMENT is made and entered into by and between the City of Forks (*hereinafter referred to as the "City"*) and **Skillings, LLC** (*hereinafter referred to as the "Consultant"*) for the furnishing of consultant services for preparing **engineering design and environmental permitting for the City of Forks (City) for the replacement and addition of culverts located within the King Ranch Property.**

The City and Consultant mutually agree as follows:

SCOPE AND SCHEDULE OF WORK

Consultant responded to the City's request for proposal for engineering services for Request for Proposals (RFP) - King Ranch Culverts Project - Design and Construction Management Associated with Three Culvert. Contractor was selected by the City and negotiations on the scope of work proceeded. The final scope of work for this Agreement was a phased approach focusing on the City's need to submit HPA application for the three culverts. Parties understand that final design and construction management would be an additional fee subsequent to HPA approval.

Attached are the 3 April 2026 negotiated Consultant's Scope of Work (Consultant's Exhibit A) and Cost Summary (Consultant's Exhibit B).

See Consultant's Exhibit A for details on the following Task Areas and the List of Deliverables.

List of Task Areas:

- Task 100 - Project Administration and Management
- Task 200 - Environmental Permitting
- Task 300 - Soil Investigations
- Task 400 - Hydraulic and Geomorphic Reach Assessment
- Task 500 - Hydraulic Modeling
- Task 600 - Basis of Design Report
- Task 700 - Plans, Specifications, and Estimate (60%) Preliminary Design

List of Deliverables:

- Project Management Plan
- Communications Plan
- Master Deliverables List
- Quality Management Plan
- Project schedule with updates, if required.
- HPA Application
- Final Soil Investigation Documentation
- Draft Hydraulic and Geomorphic Reach Assessment Memo
- Draft and final Hydraulic modeling section for Basis of Design Report.
- Existing and proposed conditions table and figure for velocities, depths, and scour
- Draft and Final Basis of Design Report
- One set of 60% plans, specifications, and estimate
- Quantities Notebook



COMPENSATION

This will be accomplished on a total fee and expense basis and will not exceed **fifty-nine thousand, nine hundred and seventy dollars and no cents (\$59,975)** without prior written approval from the City.

LENGTH OF AGREEMENT

The length of this agreement is from _21_ April 2026 through July 2026

RATE AND FEE SCHEDULE AND OUT-OF-POCKET EXPENSES

See Consultant's Exhibit B for details rate and fee schedule.

REPRESENTATIVES

The City's Project Manager and Consultant's Representative for this Agreement are as specified. Alternate representatives may be appointed by either party with written notice to the other party.

City's Project Manager: Rod Fleck, Attorney/Planner

Consultant's Representative: Patrick Skillings

TERMS AND CONDITIONS

In consideration of the mutual covenants, obligations, and compensation to be paid by the City to Consultant, it is agreed that:

1. RELATIONSHIP OF THE PARTIES

Consultant, its subconsultants and employees, is an independent Contractor. Nothing contained herein shall be deemed to create a relationship of employer and employee or of principal and agent.

2. CONFLICTS OF INTEREST

Consultant warrants that it has no direct or indirect economic interest which conflicts in any manner with its performance of the services required under this Agreement. Consultant warrants that it has not retained any person to solicit this Agreement and has not agreed to pay such person any compensation or other consideration contingent upon the execution of this Agreement.

3. COMPLIANCE WITH LAWS

Consultant agrees to comply with all local, state, tribal and federal laws and regulations applicable to the services, including registration and taxes, permitting regulations and those regarding employee safety, the workplace environment, and employment eligibility verifications as required by the Immigration and Naturalization Service. Consultant shall obtain all licenses and permits required to complete the scope of work as defined.



City of Forks
500 East Division
Forks, WA 98331

PROFESSIONAL SERVICES AGREEMENT

The City shall furnish Consultant with the information required by the Hazard Communication standard for materials preexisting on the project site. Consultant will ensure that this information is made available to the Consultant's personnel and subconsultants and incorporated into the contract documents as appropriate.

4. SUSPENSION AND DEBARMENT

By signing this agreement, the Consultant verifies that it has not been suspended or debarred from working on either state or federally funded projects.

5. RECORDS AND OTHER TANGIBLES

Until the expiration of six years after the term of this Agreement, Consultant agrees to maintain accurate records of all work done in providing services specified by the Agreement and following Consultant's receipt of final payment therefore to deliver such records to the City upon termination of the Agreement or otherwise as requested by the City.

6. OWNERSHIP OF WORK

The services to be performed by Consultant shall be deemed instruments of service for purposes of the copyright laws of the United States. The City has ownership rights to the work products prepared by the Consultant in performing these services. Consultant shall not be responsible for changes made in the work products by anyone other than the Consultant. Consultant shall have free right to retain, copy and use any tangible materials or information produced but only for its own internal purposes. Use of documents or other materials prepared under this Agreement for promotional purposes shall require the City's prior consent.

7. DISCLOSURE

All information developed by the Consultant and all information made available to the Consultant by the City, and all analyses or opinions reached by the Consultant shall be confidential and shall not be disclosed by the Consultant without the written consent of the City except to the extent required by law or legal process.

8. DELIVERABLES

Unless otherwise specified in the Scope of Work, Consultant shall provide draft deliverables to the City for review prior to preparation of final deliverables. Delivery of materials produced shall consist both of the tangible materials and any and all computer files used in the creation of the tangible product in the original format in which it was created and a PDF format or other format specified by the City.

9. COMPENSATION

As full compensation for the performance of its obligations of this Agreement and the services to be provided, the City shall pay Consultant as specified in the Agreement. Compensation for vehicle usage will be paid at the current Internal Revenue Service allowable mileage reimbursement rate based on road mileage distance between Consultant's office and project location. Consultant's expenses will be reimbursed at cost. Hourly rates shall include all of Consultant's routine administration and overhead expenses, including all equipment, software, tools and supplies reasonably required to perform the scope of services. The City will not separately reimburse Consultant for routine overhead expenses or administration including but not limited to:

- A. Computer hardware or software usage



City of Forks
500 East Division
Forks, WA 98331

PROFESSIONAL SERVICES AGREEMENT

- B. Digital camera or recording equipment
- C. Communications - including phone, internet, fax, postage and courier
- D. Routine reproduction except for documents produced by outside vendor
- E. Small tools and expendables.
- F. Federal, state or local taxes
- G. Safety training and equipment
- H. Time devoted to Agreement negotiation, invoicing or dispute resolution.

10. PAYMENT SCHEDULE

Consultant shall submit detailed numbered invoices showing description of work items being invoiced, work order number, title of project, total authorized, total current invoice, balance of authorization, individual's names and titles, hours, hourly rate and all authorized expenses itemized, with backup, by the 10th of the month to be paid within 30 days, unless other terms are agreed to by the parties.

11. COSTS AND DISBURSEMENTS

Consultant shall pay all costs and disbursements required for the performance of its services under this Agreement.

12. INDEMNITY

For all claims arising from the performance of the Consultant's professional services Consultant and its subconsultants agree to indemnify and hold harmless the City of Forks, its appointed and elective officers and its employees from and against any and all suits, claims, actions, losses, costs, penalties and damages of whatever kind and nature, including attorney fees and costs, by reason of any and all claims and demands on it, its officers and employees, to the extent arising from the negligent acts, errors or omissions by the Consultant in the performance of the Consultant's professional services.

13. INSURANCE

Prior to commencement of services under this Agreement and if required below, Consultant shall procure and maintain one or more lines of insurance coverage to be kept in force for the life of this Agreement. If required, insurance shall be procured from insurance carriers with a current A.M. Best's rating of no less than "A VI". Consultant shall submit to the City a Certificate of Insurance which shows that it has obtained the required coverage(s). Coverage shall not lapse or be terminated without written notification to the City, delivered electronically or by mail, not less than thirty (30) days prior to any such lapse or termination. Consultant agrees to notify the City of any material change of coverage or reduction in limits. Except for professional liability, the City shall be named as an additional insured on all policies on ISO Form CG 20 10 Form B.

This Agreement [Does] [Does not] require commercial general liability insurance. If neither box is checked, commercial general liability insurance is required. If required, the following will apply: Consultant shall procure and maintain during the life of this Agreement commercial general liability coverage on occurrence form CG0001 or equivalent with limits of \$1,000,000 per occurrence and \$2,000,000 aggregate;

This Agreement [Does] [Does not] require automobile liability insurance. If neither box is checked, automobile liability insurance will be required. Consultant shall procure and maintain during the life of this Agreement automobile liability insurance covering owned, non-owned, and hired vehicles of \$1,000,000 combined single limit per accident. Sole



City of Forks
500 East Division
Forks, WA 98331

PROFESSIONAL SERVICES AGREEMENT

proprietors may provide coverage on a Personal Auto Policy in lieu of a Commercial Auto coverage form.

This Agreement [Does] [Does not] require Professional Liability insurance coverage. If neither box is checked, the Agreement does require this coverage.

Consultant shall procure and maintain during the life of this Agreement professional liability insurance of \$1,000,000 per claim and in the aggregate. Insurance shall have a retroactive date before the date of commencement of services and shall remain in effect for the term of this Agreement plus three years.

14. FORCE MAJURE

Neither the City nor the Consultant shall hold the other party responsible for damages or delay in performance caused by acts of god, strikes, lockouts, accidents, or other events beyond the control of the other or the other's employees and agents.

15. STANDARD OF CARE

Consultant shall perform its work to conform to generally accepted professional standards. Consultant shall be responsible for the professional quality, technical adequacy, and accuracy, timely completion, and coordination of all deliverables prepared under this Agreement. Consultant shall, without additional compensation, correct or revise any errors or omissions in such deliverables. The City's approval of deliverables shall not relieve Consultant of responsibility for the adequacy or accuracy thereof. The Consultant shall remain liable for damages and costs incurred by the City to the extent arising from the Consultant's errors, omissions, or negligent performance of services furnished under this Agreement.

16. COMPETITIVE SPECIFICATION

This Agreement [Does] [Does not] require development of plans or specifications. If required, the following paragraph shall apply:

Consultant shall provide for the maximum use of materials, equipment, construction methods, and products that are readily available through competitive procurement, or through standard or proven production techniques.

Consultant shall not produce a design or specification which would be restrictive or written in a manner as to contain proprietary requirements other than those based on performance, unless such requirements are necessary to demonstrate a specific outcome or to provide for necessary interchangeability of parts and equipment. Consultant shall justify in writing the use of any sole source. Where brand names are identified, they shall be followed by the salient product performance characteristics and the words "or approved equal" so that comparable quality or utility may be determined.

17. TIME

Time is of the essence in the performance by the Consultant of the services required by this Agreement. The Consultant shall complete its services within the milestones set forth in the project schedule. The Consultant shall also address issues which may result in completion beyond the established schedule or budget.



18. ASSIGNABILITY

Consultant shall not assign any interest in this Agreement and shall not transfer any interest in the Agreement to any party without prior written consent of the City.

19. TERM OF THIS AGREEMENT

The effective dates of this Agreement are as specified. This Agreement may be terminated by the City for cause when the City deems continuation to be detrimental to its interests or for failure of the consultant to perform the services specified in the Agreement. The City may terminate this Agreement at any time for government convenience in which case it shall provide notice to the Consultant and reimburse the

Consultant for its costs and fees incurred prior to the notice of termination. The provisions and warranties contained in this Agreement that by their sense and context are intended to survive the completion of performance or termination of this Agreement shall so survive. All indemnities provided in this Agreement shall survive the expiration or any earlier termination of this Agreement.

20. DISPUTES

If a dispute arises relating to this Agreement and cannot be settled through direct discussions, the parties agree to endeavor to settle the dispute through a mediation firm acceptable to both parties, the cost of which shall be divided equally. The City reserves the right to join any dispute under this Agreement with any other claim in litigation or other dispute resolution forum, and the Consultant agrees to such joinder, so that all disputes related to the project may be consolidated and resolved in one forum. Venue for any litigation shall be the Clallam County Superior Court of the state of Washington and the prevailing party shall be entitled to recover its costs and reasonable attorney fees.

21. EXTENT OF AGREEMENT

This Agreement represents the entire and integrated understanding between the City and Consultant and may be amended only by written instrument signed by both the City and Consultant.

22. ORDER OF PRECEDENCE

The provisions of this Agreement are complementary and shall be interpreted to give effect to all of its provisions. Further, each of the following are Both the Exhibits are incorporated herein by reference as if fully set forth within this Agreement and become part of this Agreement binding upon the parties. each of which is incorporated by reference as if fully set forth within the Agreement. Any inconsistency in this Agreement shall be resolved in the following order of precedence:

- A. Professional Services Agreement, including Terms and Conditions, as modified by the latest amendment.
- B. Consultant's Exhibit A, Scope of Work, and schedule of fees as modified by the parties subsequent scope and fee negotiations.the latest amendment.
- C. Consultant's Exhibit B, Schedule of Fees, as modified by the latest amendment.
- D. Consultant's response to the City's RFP for Request for Proposals (RFP) - King Ranch Culverts Project - Design and Construction Management Associated with Three Culvert.



City of Forks
500 East Division
Forks, WA 98331

PROFESSIONAL SERVICES AGREEMENT

AGREED

This agreement is expressly conditioned upon the Terms and Conditions and any Attachments attached and by reference incorporated herein. Consultant acknowledges reading this Agreement, understands it, and agrees to be bound by its Terms and Conditions.

CITY OF FORKS

Skillings

By: _____
Tim Fletcher

By: _____
Patrick Skillings

Title: Mayor

Title: _____

Date: _____

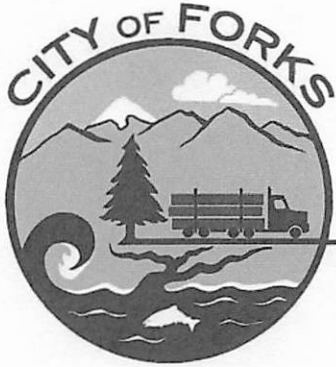
Date: _____

Attested to and Authenticated by:

Caryn DePew
Clerk/Treasurer

Approved as to Form

William R. Fleck
Attorney/Planner



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

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

Forks City Council

27 April 2026

7:30 p.m.

Forks City Council Chambers
500 East Division Street

Notice is hereby given that the City Council will hold a quasi-judicial public hearing regarding the recommendation of the Forks Planning Commission associated with three requests for zoning map or zoning code changes. As described below, two requests were changes to zoning map designations for specific parcels of property, while the third was a request to amend an existing land use definition. This quasi-judicial hearing will take place as part of the City Council's regularly scheduled 7:30 pm, 27 April 2026 meeting to be held at 500 East Division Street in Forks.

Public comment will be taken during the meeting for those who have an interest in the matter. Individuals requiring special assistance in order to participate in the hearing should contact Mr. Fleck prior to the meeting. Please call 360/374-5412, ext. 111.

Materials can be viewed at: <https://forkswashington.org/notices/notice-of-public-hearing-25/>

BACKGROUND

The three requests below were subject to the Forks Planning Commission's own quasi-judicial hearing. The Planning Commission recommended, by an affirmative vote on each, that the City Council adopt the requested changes. These are:

1. **Property Rezone - Amy and Guy Ruble** - Request to rezone two existing lots, located at 950 Big Pine Way, from their current Very Low Density Residential (R1) zoning to Low Density Residential (R2). See FMC Chapters 17.40 and 17.45 respectively. Lots are described as being Parcel B and Parcel C of the Boundary Lot Adjustment Survey filed on 20 August 2015 associated with the Clallam County Auditor file number 2015-1324683. Lot B is 5.001 acres, and Lot C is 5.001 acres. Both lots are identified with Clallam County Parcel Numbers 132804240025 (Parcel B) and 132804240050 (Parcel C) and are located in the SE ¼ of the SW ¼ of Section 33, T 29 N, R 13, W.M.
2. **Property Rezone - City of Forks Request - Forks Municipal Airport (FMA)** - Request to rezone the three parcels associated with the main operational areas of the FMA from the current overlap

zoning of Moderate Density Commercial/Moderate Density Residential (OL-5)(FMC 17.60) to Moderate Density Commercial (C2) (FMC Chapter 17.45). In the City's overlap zones, any use is required to comply with the more restrictive of the two zoning designations that were overlapped or combined. *See* FMC 17.60.

Three lots associated with the FMA property, located at 1510 South Forks Avenue (SR 101) totaling ~ 70.2 acres. The lots have the following short legal descriptions:

property totaling ~ 70.2 acres. The lots have the following short legal descriptions:

- a. Tax Parcel #1092, Except the West 30' consisting of the portion of the SE ¼ of the NE ¼ of Section 17 north of the State Highway consisting of 5.5 acres and identified with Clallam County Parcel Number 132817140015;
- b. The NE ¼ of the NE ¼ of Section 17 except the West 30' and except the State right of way consisting of 38.9 acres identified with Clallam County Parcel Number 132817110010.
- c. Those portions of the NW ¼ of the NW ¼ of Section 16 located North of Highway consisting of 25.8 acres and identified with Clallam County Parcel Number 132816220000;

3. **Definition Amendment - Patrick Anderson - Amend FMC 17.10.315 - Mini-Storage Facility** to include within the definition "modular storage units, including shipping-container based storage" as additions to the current requirement that any such facility be only buildings.

On 27 April 2026, as part of its regularly scheduled meeting, the City Council will conduct the hearings on each of the requests as follows:

1. **Request of Amy and Guy Ruble**

Applicants are seeking a rezone of two five plus acre lots from the current Very Low Density Residential (R1) to Low Density Residential (R2). If granted, the request would alter the Forks Zoning Code's zoning map.

- a. Staff Report -
- b. Comments by Applicant
- c. Public Comment & Testimony
- d. Rebuttal of Applicant
- e. Questions and Deliberations of the Council
- f. Action of the Council which may include the adoption of an ordinance approving the request of the Applicant.

2. **Request of the City of Forks**

Applicant is seeking a rezone of three parcels, totaling ~70.2 acres, all of which are associated with the main operational portions of the Forks Municipal Airport with the request to rezone the airport property from its current overlap zone of Moderate Density Commercial/Moderate Density Residential (OL5) to Moderate Density Commercial (C2).

- a. Staff Report
- b. Comments by Applicant
- c. Public Comment & Testimony
- d. Rebuttal of Applicant
- e. Questions and Deliberations of the Council
- f. Action of the Council which may include the adoption of an ordinance approving the request of the Applicant.

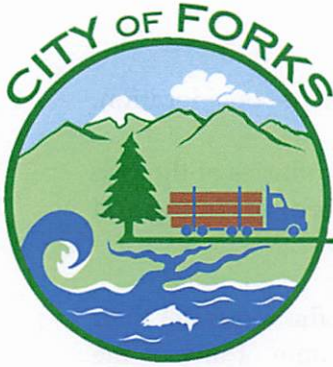
3. **Request of Patrick Anderson**

Applicant requested that an amendment to FMC 17.10.315 - Mini-Storage Facility to include within the definition “modular storage units, including shipping-container based storage” as additions to the current requirement that any such facility be only buildings.

- a. Staff Report
- b. Comments by Applicant
- c. Rebuttal of Applicant
- d. Public Comment
- e. Questions and Deliberations of the Commission
- f. Action of the Commission that may include the adoption of the amendment to this land use definition.

Copies of this notice will be mailed to those that received notice associated with the Planning Commission’s earlier hearing. A SEPA DNS was issued and was not appealed. A copy of the Planning Commission’s recommendation and other associated materials regarding these three requests can be obtained by contacting Mr. Rod Fleck at 360/374-5412, ext. 111. Written comments will be received up to the hearing before the City Council on each of the requests. Comments and Testimony will only be taken from those present in person before the City Council.

If you have any questions, please contact Mr. Fleck at 360/374-5412, ext. 111; or via e-mail at rodf@forkswashington.org. Individuals requiring special assistance in order to participate in the hearing should contact Mr. Fleck prior to the meeting.



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

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

To: Mayor Fletcher
Members of the Forks City Council

22 April 2026

RE: Staff Report for Rezone Request of Amy and Guy Ruble - 950 Big Pine Way

FROM: Rod Fleck, Attorney/Planner

During tonight's regularly scheduled meeting, the Council will consider the request by Amy and Guy Ruble seeking a rezoning of their property located at 950 Big Pine Way. Attached is the staff report given to the Forks Planning Commission regarding the three requests.

Procedural Aspects during and after the Forks Planning Commission on 18 March 2026.

As noted in the staff report, both a SEPA mitigated determination of non-significance as well as notice of the hearing was provided to the public via mailing and publication. The Commission held their hearing on 18 February 2026 and adopted the provided agenda for the meeting. The Commissioners in attendance were Brian Weekes Chair, Jason Huling, Dean Decker, and Rob Nelson. I attended as staff. Those attending in the Public included: Amy Ruble via ZOOM representing the proponent. In the audience were both Lindsey Wallerstedt and De Ann Horton. Also in attendance were Katharine Jackson, Lindsey Wallerstedt, De Ann Horton, John Anderson, and Caryn DePew. People on line included 'Amy.Gates,' Amy Ruble, Patrick Anderson, and three 'iPhone' users with two later identified as Laurie and Erik.

The hearing started with Chairman Weekes calling the meeting to order and to specifically making a request to adopt the printed agenda. Once this motion was made, an Appearance of Fairness and Conflict of Interest Inquiry was made of all Commissioners regarding the three items before them that evening. In the course of that inquiry Huling indicated that he lived near the Ruble property, but outside of the 500' area.

All four commissioners indicated that they had knowledge of the applicants. With Huling living in the same area, but outside of three hundred (300'). Weekes knew of the parties, Decker indicated that he had done and does business with the parties. Nelson acknowledged knowing the parties.

As to prior communications with any of the three proponents about their requests and proposals, the Commissioners indicated that they did not have any communications about the proposals that were before them other than what had been provided in the staff report.

Commissioners indicated that their employers had no financial interest in the matters for consideration.

Commissioners affirmed that none of them lived within 300 feet of the proposed boundaries of the two properties requesting rezones. Fleck had also measured distances known to him regarding Huling and also determined that Huling's property was outside of this area.

All Commissioners indicated that they did not have special knowledge regarding the requests, their substance or the merits of any of the three requests that would prejudice the outcome of any of the requests.

All indicated that they believed that they could be fair and impartial in the hearing regarding the proponents and the opponents.

A request was made to those in attendance and the proponent via ZOOM as to whether any participant had a challenge to a Commissioner as a result of the completed inquiry. No challenges were raised by any member of the public.

A staff report was provided by Fleck regarding all three requests made by Ruble, the City, and Patrick Anderson with the latter being a request for a change in zoning definitions.

Ruble's request was requesting a rezone of their two five-acre parcels located at 950 Big Pine Way. They specifically requested a rezone from Very Low Density Residential (R1) to Low Density Residential (R2) for both parcels.

Fleck shared that a State Environmental Policy Act review and determination was undertaken. He issued a Determination of Non-Significance on the three proposed requests. This determination was published in the SEPA Register and Forks Forum, while also being distributed to the owners of record located within three hundred feet of the Ruble's property. The SEPA checklist was also included in the materials published with the filing in the State's SEPA register. Further, copies were mailed to both the Quileute Tribe and Hoh Tribe staff with both acknowledging receipt.

The SEPA DNS, the Notice of Public Hearing, and Notice of Requests were provided to all individuals within five hundred feet (500') of Ruble's and City's property.

The City also notified Department of Commerce of the proposed requests for consideration which initiated the 60-day comment period for Commerce to review. Commerce responded and provided comments regarding the City's request, but no comments were received from Commerce regarding the Ruble or Anderson request.

Before the Commission, I read into the record the two letters that were received immediately prior to the meeting as they were received after the staff report. The first was from Lindsey Wallerstedt who strongly opposed the Ruble request. She stated that the neighborhood's pattern of development of large single-family residences on large lots has provided for a quiet, rural character to the neighborhood. The rezone would be inconsistent with other parcels in the area. The incremental change would adversely impact on the character of the neighborhood. Further, Big Pine Way being a privately maintained roadway was not designed for increase traffic usage. Density changes would result in more traffic on the narrow roadway that is maintained by a small number of owners.

Additional traffic would result in additional wear, more maintenance, and potential safety concerns. Increased density would be in contrast to the rural nature and character of the neighborhood.

De Ann Horton provided the second letter. She formally opposed the Ruble request to rezone their parcels. The rezone would impact traffic, road maintenance, and community safety. Traffic would increase on the privately maintained roadway which was not designed for such additional traffic. Increased traffic would also present safety risks to pedestrian traffic, school children and residents, who use the roadway daily. Additionally, the burden of maintaining the roadway is undertaken by only a few homeowners and additional development would place an unfair, additional burden upon those undertaking the roadway maintenance. The request would change the character of the neighborhood with subsequent development of the properties. Rezoning uses now permitted would adversely impact the roadway and neighborhood.

Both letters are attached. There was no additional testimony offered from the audience attendees.

Ruble, in the designated rebuttal period, refuted issues associated with roadway maintenance indicating that she is one of the participants in the roadway maintenance associated with Big Pine Way. Big Pine Way is a privately maintained roadway, but for the portion associated with the City'. She also noted that the rezone would create potential opportunities for redevelopment, however, that each proposed development would require compliance with the zoning code and particularly the Land Use Matrix there.

During the Planning Commission's deliberations, done in open session, the Commission considered the information provided and asked staff for information on the nearby zoning. I noted that the nearest area that is designated Low Density Residential (R2) is to the SE of the Ruble Properties and is associated with Sawyer Way. This was also commented on by Horton as to be the location of this zoning designation currently on Big Pine Way. Weekes noted that there was a need for additional opportunities to develop lots at a smaller scale. He indicated his preference for granting the request so that the zoning could allow for additional housing needs into the future.

A motion was made to approve the requested rezone of the Ruble property. This motion was made by Huling that was seconded by Nelson. A brief discussion occurred following that with Nelson indicating that he agreed with Weekes' position. Further, Decker indicated that any future development would require permits and the rezone would allow for those permits. Huling moved to approve the rezone which was seconded by Nelson.

Discussion ended after inquiries by Weekes regarding additional need for discussion. The Commission then voted to recommend the approval of the Ruble request which was approved on a on a vote of four in favor of the motion with no one voting against it. The Council was informed of this in the materials made available to the Council following the Commission's meeting.

Substantive Issues

The issue before the Council is the consideration of the recommendation of the Commission. The Council has the ability to approve, modify, or deny the recommendation received from the Commission.

Council has the ability to consider the amendment request and the Commission's recommendation, provided that the proposal complies with the City's Comprehensive Plan currently in place. That plan designates this area very low residential. The rezone would require the Council to consider a change to the zoning map designation for the property and also the comp plan designation of the property.

The issues raised at the Planning Commission focused on the matters associated with changes in the neighborhood regarding traffic and the potential for the creation of additional lots out of the current five-acre lot size. The opponents raised issues regarding increased potential traffic, road impacts on a privately maintained roadway, and change to the character of the neighborhood. The Planning Commission focused on future change and growth in the community and determined that the rezoning request would allow for the lots in question to be divided in the future. However, the applicant noted that they do not have the desire to divide their property into smaller lots.

The Council action would need to be taken in the form of an ordinance. This would need to be drafted to include findings and a determination based upon the information provided.

TO: Mayor Tim Fletcher
Members of the City Council

FROM: Rod Fleck, Attorney/Planner

DATE: 20 March 2026

RE: Recommendation from Forks Planning Commission &
Set Public Hearing - *Annual Zoning Code Updates*

1. *Amy & Guy Ruble - 950 Big Pine Way, Lot B and Lot C*
2. *City of Forks, Forks Airport - 1510 South Forks Avenue, main operational areas*
3. *Patrick Anderson - Definition Amendment to amend FMC 17.10.315 - Mini Storage Facility*



I am writing this memo to do the following:

- (1) Report to the City Council the actions of the Forks Planning Commission recommendation to approve the three requests for zoning amendments in response to the City's annual solicitation requesting rezones; and,
- (2) Request that the City Council **set a public hearing for 27 April 2025** to consider these requests and the Planning Commission's recommendation to approve the three requests.

This memo will be part of a more detailed staff report for such a future hearing. That staff report will include a detailed summary of the Planning Commission's hearings, deliberations, and decisions. This memo only provides a basic summary and notice of Commission's decision recommending the approval of these requests, and to allow the Council to understand the basis for scheduling a required public hearing on these matters.

Procedural elements

The City of Forks advertises in the latter part of each year for zoning or planning amendments. This is done to allow the public an opportunity to request changes to the Zoning Code (FMC Title 17). If not done as part of this annual effort, a party would be required to pay various fees and costs associated with their rezone request. In response to our 2025 solicitation request, we received three requests for zoning amendments. These requests were summarized within the staff report to the Planning Commission as follows:

1. **Property Rezone - Amy and Guy Ruble** - Request to rezone two existing lots, located at 950 Big Pine Way, from their current Very Low Density Residential (R1) zoning to Low Density Residential (R2). See FMC Chapters 17.40 and 17.45 respectively. Lots are described as being Parcel B and Parcel C of the Boundary Lot Adjustment Survey filed on 20 August 2015 associated with the Clallam County Auditor file number 2015-1324683. Lot B is 5.001 acres, and Lot C is 5.001 acres. Both lots are identified with Clallam County Parcel Numbers 132804240025 (Parcel B) and 132804240050 (Parcel C) and are located in the SE ¼ of the SW ¼ of Section 33, T 29 N, R 13, W.M.
2. **Property Rezone - City of Forks Request - Forks Municipal Airport (FMA)** - Request to rezone the three parcels associated with the main operational areas of the FMA from the current overlap zoning of Moderate Density Commercial/Moderate Density Residential (OL-5)(FMC 17.60) to Moderate Density Commercial (C2) (FMC Chapter 17.45). In the City's overlap zones, any use is

required to comply with the more restrictive of the two zoning designations that were overlapped or combined. See FMC 17.60.

Three lots associated with the FMA property, located at 1510 South Forks Avenue (SR 101) totaling ~ 70.2 acres. The lots have the following short legal descriptions:

property totaling ~ 70.2 acres. The lots have the following short legal descriptions:

- a. Tax Parcel #1092, Except the West 30' consisting of the portion of the SE ¼ of the NE ¼ of Section 17 north of the State Highway consisting of 5.5 acres and identified with Clallam County Parcel Number 132817140015;
- b. The NE ¼ of the NE ¼ of Section 17 except the West 30' and except the State right of way consisting of 38.9 acres identified with Clallam County Parcel Number 132817110010.
- c. Those portions of the NW ¼ of the NW ¼ of Section 16 located North of Highway consisting of 25.8 acres and identified with Clallam County Parcel Number 132816220000;

3. **Definition Amendment - Patrick Anderson - Amend FMC 17.10.315 - Mini-Storage Facility** to include within the definition "modular storage units, including shipping-container based storage" as additions to the current requirement that any such facility be only buildings.

These requests required State Environmental Policy Act (SEPA) review and determination, which I undertook. A 'Determination of Non-Significance (DNS)' was issued on 27 February 2026 and published in the Forks Forum and SEPA Registry. Notice of this request and setting the matter before the Planning Commission during their 18 March 2026 meeting was also published in the Forks Forum. Further, these notices were mailed to all property owners of record within 500' of the limits of the Ruble's and the City's properties. Both the Quileute and Hoh Tribes' natural resource departments were provided with email copies of the notices and SEPA Checklist. In addition, the 60-day notice of these proposed changes was initiated with State Commerce.

The SEPA DNS was not challenged and the matter proceeded to the Planning Commission for their consideration. During the Planning Commission's meeting and the specific hearings on these requests, they received a staff report from me. There were two letters received immediately prior to the hearing that were in opposition to the Ruble request. These were received from Lindsey Wallerstedt and De Ann Horton, and both letters were read into the record. There was a comment received from State Commerce regarding the City's request that was made part of the staff report for the hearing. There were no comments received regarding Patrick Anderson's request. After each individual hearing for each of the requests, the Planning Commission did vote to recommend the approval of the applicants' requests. Additional information and details will be provided to the Council as part of the staff report during any hearing scheduled by the Council. The above summary is provided to ensure that the Council is aware of who provided written or verbal statements in preparation for the required appearance of fairness inquiries of any scheduled hearing.

RECOMMENDATION

The City Council would need to schedule a public hearing on these requests and the Planning Commission's recommendations. In preparation for this hearing, I will need to ensure notice requirements are complied with, meeting minutes for this week's Planning Commission's hearing are completed, an additional staff report developed, and a draft ordinance is created. Based upon that, I would request that this public hearing be scheduled for 27 April 2026. After that hearing, the Council could take action on the requests and the Commission's recommendation on those requests.

Eric N

March 4, 2026

Rod Fleck, City Attorney Planner
500 East Division
Forks, WA 98331

Re: Proposed Rezoning Request by Amy and Guy Ruble

Dear Members of the Planning Commission,

As a property owner on Big Pine Way I would like to express my strong opposition to the request by Amy and Guy Ruble to rezone two five-plus acre lots from Very Low Density Residential (R1) to Low Density Residential (R2).

Our neighborhood has long been defined by large residential parcels of approximately five-plus acres. This pattern of development has intentionally preserved the quiet, private, rural character of the area and has created a safe and stable environment for the families who live here. Many of us chose to purchase our homes specifically because of this established zoning and the expectation that the neighborhood would remain consistent with the City's planning framework.

Rezoning these lots would introduce a level of development that is inconsistent with the surrounding properties and the existing land use. By allowing one parcel to convert to Low Density Residential would not just impact a single property; it would create a precedent for additional rezoning requests that could gradually transform the entire neighborhood. This type of incremental change has the potential to jeopardize the rural character that residents relied upon when investing in their homes and establishing their families here.

There are also significant infrastructure and safety concerns. Big Pine Way is served by a private road that was never designed to accommodate higher traffic use. The density change would inevitably bring more traffic, placing additional strain on a roadway that is already narrow and maintained by a select few residents. More traffic means increased wear and tear, higher maintenance costs for property owners, and heightened safety risks for residents, children, and pets. These are real and immediate impacts that would be felt by the families who live here every day.

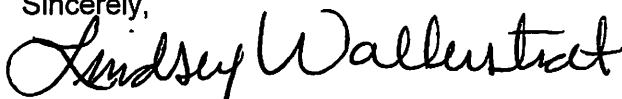
Beyond traffic and infrastructure, the proposed zoning change would also affect the overall livability of the neighborhood. Increased density typically brings more activity and noise, changes that are inconsistent with the quiet, private and low-density character of the area. Residents have worked hard to build and maintain a peaceful environment, and many of us raised or are raising our children here because it offers a safe and rural place to live.

Zoning decisions should protect the integrity of the City's planning efforts while also honoring the reasonable expectations of current homeowners who have relied on those plans. Approving this request would not only alter the character of our neighborhood but could weaken confidence that established zoning will be upheld.

For these reasons, and sincere concern for the safety, character, and long-term stability of the Big Pine Way neighborhood, I respectfully urge the Planning Commission to deny this rezoning request.

Thank you for your time and your careful consideration of the residents who call this neighborhood home.

Sincerely,



Lindsey Wallerstedt, 790 Big Pine Way

March 4, 2026

Forks Planning Commission/City Council
City of Forks
500 East Division
Forks, WA 98331

Re: Opposition to Proposed Rezoning of Two Existing Lots Located at 950 Big Pine Way

Dear Members of the Planning Commission/City Council,

I am writing to formally oppose the proposed rezoning of two existing lots located at 950 Big Pine Way, Forks, WA. This change would have serious and lasting consequences for the surrounding neighborhood, particularly with regard to traffic, road maintenance, and the overall character and safety of our community.

The most immediate concern is the significant increase in traffic that rezoning would inevitably bring. The road serving this property is a **private road**, not a publicly maintained one. It was never designed or built to support the level of traffic that would accompany a higher density or more intensive land use. Increased vehicle volume would create congestion and significantly increase safety risks for pedestrians, school children and residents who use the road daily.

Equally concerning is the fact that this private road is not maintained by all property owners who use it. Instead, the burden of maintaining and repairing the road currently falls on only some of the homeowners. Rezoning that allows additional development would place a disproportionate and unfair financial burden on those residents who already bear the cost of maintaining the road infrastructure. More vehicles and heavier use will accelerate deterioration, leading to higher repair costs, while the responsibility for those costs remains uneven and unresolved.

Approving this rezoning would effectively shift the impacts of private development onto a small number of existing homeowners who are already responsible for maintaining the road. This is not only inequitable, but it also raises serious questions about long term access, safety, and infrastructure sustainability.

Additionally, rezoning would alter the established residential character of the area. The surrounding neighborhood was developed with the expectation of lower traffic volumes and compatible land uses. Introducing more intensive development would bring increased noise, congestion, and disruption undermining the peaceful environment residents have invested in and relied upon.

Zoning decisions should protect the integrity of established neighborhoods and ensure that infrastructure is capable of supporting proposed changes. In this case, the existing private road system is clearly inadequate for the level of use that rezoning would allow, and the financial and safety burdens would fall unfairly on current residents.

For these reasons, I respectfully urge you to **deny the proposed rezoning request.**

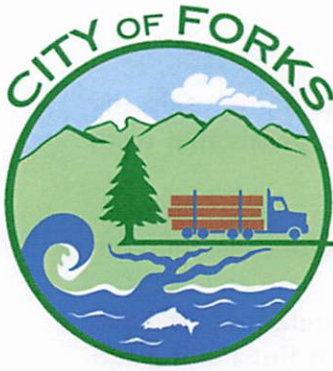
Thank you for your time and consideration of the impacts this decision would have on the residents who live here.

Sincerely,

A handwritten signature in black ink that reads "De Ann Horton". The signature is written in a cursive, flowing style.

De Ann Horton

810 Big Pine Way
Forks, WA 98331
hortons@centurytel.net



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

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

To: Mayor Fletcher
Members of the Forks City Council

22 April 2026

RE: Staff Report for Request by Patrick Anderson for Amendment to Definition of 'Mini-storage facility'

FROM: Rod Fleck, Attorney/Planner

During tonight's regularly scheduled meeting, the Council will consider the request by Patrick Anderson seeking an amendment to the Zoning Code's definition of 'mini-storage facility.' Attached is the staff report given to the Forks Planning Commission regarding the three requests.

Procedural Aspects during and after the Forks Planning Commission on 18 March 2026.

As noted in the staff report, both a SEPA mitigated determination of non-significance as well as notice of the hearing was provided to the public via mailing and publication. The Commission held their hearing on 18 February 2026 and adopted the provided agenda for the meeting. The Commissioners in attendance were Brian Weekes Chair, Jason Huling, Dean Decker, and Rob Nelson. I attended as staff. Those attending in the Public Included: Amy Ruble via ZOOM representing the proponent. In the audience were both Lindsey Wallerstedt and De Ann Horton. Also in attendance were Katharine Jackson, Lindsey Wallerstedt, De Ann Horton, John Anderson, and Caryn DePew. People online included 'Amy.Gates,' Amy Ruble, Patrick Anderson, and three 'iPhone' users with two later identified as Laurie and Erik.

The hearing started with Chairman Weekes calling the meeting to order and to specifically making a request to adopt the printed agenda. Once this motion was done, an Appearance of Fairness and Conflict of Interest Inquiry was made of all Commissioners regarding the three items before them that evening. In the course of that inquiry Huling indicated that he lived near the Ruble property, but outside of the 500' area.

All four commissioners indicated that they had knowledge of the applicants. Huling lives in the same area associated with the Rubles, but outside of three hundred (300'). Weekes knew of the parties, Decker indicated that he had done and does business with the parties. Nelson acknowledged knowing the parties.

As to prior communication with any of the three proponents about their requests and proposals, the Commissioners indicated that they did not have any communication about the proposals that were before them other than what had been provided in the staff report.

Commissioners indicated that their employers had no financial interest in the matters for consideration.

Commissioners affirmed that none of them lived within 300 feet of the proposed boundaries of the two properties requesting rezones. Fleck had also measured distances known to him regarding Huling and also determined that Huling's property was outside of this area.

All Commissioners indicated that they did not have special knowledge regarding the requests, their substance or the merits of any of the three requests that would prejudice the outcome of any of the requests.

All indicated that they believed that they could be fair and impartial in the hearing regarding the proponents and the opponents.

A request was made to those in attendance and the proponents via ZOOM as to whether any participant had a challenge to a Commissioner as a result of the completed inquiry. No challenges were raised by any member of the public.

A staff report was provided by Fleck regarding all three requests made by Ruble, the City, and Patrick Anderson with the latter being a request for a change in zoning definitions.

Fleck shared that a State Environmental Policy Act review and determination was undertaken. He issued a Determination of Non-Significance on the three proposed requests. This determination was published in the SEPA Register and Forks Forum, while also being distributed to the owners of record located within three hundred feet of the Ruble's property. The SEPA checklist was also included in the materials published with the filing in the State's SEPA register. Further, copies were mailed to both the Quileute Tribe and Hoh Tribe staff with both acknowledging receipt.

The SEPA DNS, the Notice of Public Hearing, and Notice of Requests were provided to all individuals within five hundred feet (500') of Ruble's and City's property.

The City also notified Department of Commerce of the proposed requests for consideration which initiated the 60-day comment period for Commerce to review. There were no comments provided by Commerce on the Anderson request.

As the staff report was already given, Patrick Anderson participated remotely in the hearing. He explained his request was seek an amendment to the Zoning Code's definition of mini-storage. He requested that the definition be changed to allow for the utilization of shipping container-based storage as a means of providing such storage. As currently defined, mini-storage requires a building. He had proposed a definition change to FMC 17.10.315 to be amended to read:

"Mini-storage facility" means a building, and/or modular storage units, including shipping-container-based-storage, designed for the leasing of small, individual, secured portions to the public which are used for the storage of personal property.

His proposal would allow the use of modular storage units, including shipping containers, as a small storage business alternative. He noted that it was a small, but important, update that would allow for modular storage units to include shipping container storage units. He explained that modular units, including shipping containers, are utilized the world over as a premium storage method as they are wind proof, water tight, and extremely secure. Update the zoning code lowers the barrier of entry for businesses. The change would also allow under-utilized land to become productive while meeting an existing demand for such services as existing storage facilities are at, or near, capacity. He felt that the proposal is a needed change in order to promote business growth, better land use, and does not alter the intent of the zoning.

The Commission received no public testimony on this request. They proceeded to a motion to approve the request as requested. The motion passed unanimously, as I conveyed to you.

In the materials conveyed to the City Council regarding the recommendation of the Commission, I note that this motion was passed.

Substantive Issues

The issue before the Council here is the amending of the definition of 'mini-storage facility.' The proposal would allow forms of min-storage other than just a constructed building for that purpose. The shipping container language would provide potential flexibility for businesses involved in this form of commerce. Further, the inclusion of modular units could also be a means of providing flexibility within the definition as the proponent argues. The Commission agreed with Anderson's argument regarding potential business opportunities associated with individuals pursuing the requested change.

Currently, mini-storage facilities are permitted outright in both the low (C1) and moderate commercial (C2) settings. These two zones are where such activities could occur outright. Areas associated with these zones are in the northern portion of Forks where B&P, 76, and the School Bus shed. Further northward both the area associated with Olympic Adventure property is located. Also, where the former Anderson Automotive and vehicle lot are, and finally the area to the immediate SW of the Junction of SR 101 and SR 110. These zones are also areas designated along the western side of North Russell Road, and the property north and to the east of the end of that road. In addition, the area associated with Zepeda Road would be another in which mini-storage facilities can currently occur.

In high density commercial zoning, a mini-storage facility would require a Conditional Use Permit. In any zone associated with an overlap with a residential use, a Conditional Use Permit would be required from the Planning Commission. The Conditional Use Permit would require compliance with the State's Environmental Policy Act (SEPA) and would be subject to conditions or requirements associated with that permitting process.

The Council action would need to be taken in the form of an ordinance. This would need to be drafted to include findings and a determination based upon the information provided.

TO: Mayor Tim Fletcher
Members of the City Council

FROM: Rod Fleck, Attorney/Planner

DATE: 20 March 2026

RE: Recommendation from Forks Planning Commission &
Set Public Hearing - *Annual Zoning Code Updates*

1. *Amy & Guy Ruble - 950 Big Pine Way, Lot B and Lot C*
2. *City of Forks, Forks Airport - 1510 South Forks Avenue, main operational areas*
3. *Patrick Anderson - Definition Amendment to amend FMC 17.10.315 - Mini Storage Facility*



I am writing this memo to do the following:

- (1) Report to the City Council the actions of the Forks Planning Commission recommendation to approve the three requests for zoning amendments in response to the City's annual solicitation requesting rezones; and,
- (2) Request that the City Council **set a public hearing for 27 April 2025** to consider these requests and the Planning Commission's recommendation to approve the three requests.

This memo will be part of a more detailed staff report for such a future hearing. That staff report will include a detailed summary of the Planning Commission's hearings, deliberations, and decisions. This memo only provides a basic summary and notice of Commission's decision recommending the approval of these requests, and to allow the Council to understand the basis for scheduling a required public hearing on these matters.

Procedural elements

The City of Forks advertises in the latter part of each year for zoning or planning amendments. This is done to allow the public an opportunity to request changes to the Zoning Code (FMC Title 17). If not done as part of this annual effort, a party would be required to pay various fees and costs associated with their rezone request. In response to our 2025 solicitation request, we received three requests for zoning amendments. These requests were summarized within the staff report to the Planning Commission as follows:

1. **Property Rezone - Amy and Guy Ruble** - Request to rezone two existing lots, located at 950 Big Pine Way, from their current Very Low Density Residential (R1) zoning to Low Density Residential (R2). See FMC Chapters 17.40 and 17.45 respectively. Lots are described as being Parcel B and Parcel C of the Boundary Lot Adjustment Survey filed on 20 August 2015 associated with the Clallam County Auditor file number 2015-1324683. Lot B is 5.001 acres, and Lot C is 5.001 acres. Both lots are identified with Clallam County Parcel Numbers 132804240025 (Parcel B) and 132804240050 (Parcel C) and are located in the SE $\frac{1}{4}$ of the SW $\frac{1}{4}$ of Section 33, T 29 N, R 13, W.M.
2. **Property Rezone - City of Forks Request - Forks Municipal Airport (FMA)** - Request to rezone the three parcels associated with the main operational areas of the FMA from the current overlap zoning of Moderate Density Commercial/Moderate Density Residential (OL-5)(FMC 17.60) to Moderate Density Commercial (C2) (FMC Chapter 17.45). In the City's overlap zones, any use is

February 2026 Treasurer's Report Variance Notes

	February 2026	February 2025	Variance	
1 General Fund Receipts <i>2026 utility tax (for 2025), insurance reimb, sales & use tax timing</i>	\$ 163,077.91	\$ 109,289.57	\$ 53,788.34	32.98%
2 Street Fund Receipts <i>2025 interfund transfer</i>	\$ 6,322.14	\$ 11,211.91	\$ (4,889.77)	-77.34%
3 AP/IP/RAC/ICN Fund Receipts <i>2026 timing of receivables & increase to Industrial Park revenue</i>	\$ 40,782.68	\$ 10,020.22	\$ 30,762.46	75.43%
4 Sewer Fund Receipts <i>2026 Parametrix pump reimbursement</i>	\$ 80,193.26	\$ 41,255.44	\$ 38,937.82	48.55%
5 Capital Improvement Fund Receipts <i>2026 REET</i>	\$ 4,056.51	\$ 1,581.52	\$ 2,474.99	61.01%
6 Transit Center Fund Receipts <i>2025 interfund transfer</i>	\$ 1,516.83	\$ 6,476.96	\$ (4,960.13)	-327.01%
7 General Fund Disbursements <i>2025 insurance premium</i>	\$ 171,608.82	\$ 315,989.57	\$ (144,380.75)	-84.13%
8 Street Fund Disbursements <i>2025 insurance premium</i>	\$ 36,948.25	\$ 56,802.90	\$ (19,854.65)	-53.74%
9 Lodging Tax Fund Disbursements <i>2025 chamber reimb & insurance premium</i>	\$ 1,473.51	\$ 35,102.61	\$ (33,629.10)	-2282.24%
10 AP/IP/RAC/ICN Fund Disbursements <i>2025 insurance premium & Industrial Park upgrades</i>	\$ 18,698.48	\$ 130,275.81	\$ (111,577.33)	-596.72%
11 Water Fund Disbursements <i>2025 insurance premium & vehicle purchase</i>	\$ 103,048.67	\$ 217,592.19	\$ (114,543.52)	-111.15%
12 Sewer Fund Disbursements <i>2025 insurance premium & WWTF construction</i>	\$ 35,791.74	\$ 785,065.66	\$ (749,273.92)	-2093.43%
13 Capital Improvements Disbursements <i>2025 lobby restroom remodel</i>	\$ -	\$ 11,316.04	\$ (11,316.04)	-100.00%
14 Quillayute Airport Fund Disbursements <i>2026 runway engineering</i>	\$ 47,606.77	\$ 13,802.36	\$ 33,804.41	71.01%
15 Transit Center Fund Disbursements <i>2025 HVAC repairs</i>	\$ 4,045.43	\$ 7,654.37	\$ (3,608.94)	-89.21%
16 Street Project Fund Disbursements <i>2025 Boachiel Way project</i>	\$ -	\$ 4,010.57	\$ (4,010.57)	-100.00%

**CITY OF FORKS
TREASURER'S REPORT
February 2026**

FUND	PREV BAL CASH	PREV BAL INVESTMENT	PREV BAL CASH/INV	2026 February RECEIPTS*	2025 February RECEIPTS*	2026 February DISBURSE	2025 February DISBURSE*	INVESTMENT PURCHASED	ENDING CASH	END BAL CASH/INV	2025 February END BAL*
GENERAL	-892,317.76	2,455,800.00	1,563,482.24	163,077.91 ¹	109,289.57	171,608.82 ⁷	315,989.57	2,455,800.00	-900,848.67	1,554,951.33	1,521,109.10
STREET	132,126.59	0.00	132,126.59	6,322.14 ²	11,211.91	36,948.25 ⁸	56,802.90	0.00	101,500.48	101,500.48	96,595.95
LODGING TAX	706,630.05	939,200.00	1,645,830.05	25,153.44	24,046.37	1,473.51 ⁹	35,102.61	939,200.00	730,309.98	1,669,509.98	1,315,601.65
AP/IND PARK/RAC/ICN	220,806.74	0.00	220,806.74	40,782.68 ³	10,020.22	18,698.48 ¹⁰	130,275.81	0.00	242,890.94	242,890.94	273,041.50
WATER	796,386.22	0.00	796,386.22	111,423.28	112,199.01	103,048.67 ¹¹	217,592.19	0.00	804,760.83	804,760.83	697,407.49
SEWER	442,375.64	0.00	442,375.64	80,193.26 ⁴	41,255.44	35,791.74 ¹²	785,065.66	0.00	486,777.16	486,777.16	1,293,221.38
PETTY CASH	400.00	0.00	400.00	0.00	0.00	0.00	0.00	0.00	400.00	400.00	850.00
TRAVEL	4,000.00	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00	4,000.00
IND PARK DEVELOPMENT	4,000.00	0.00	4,000.00	0.00	0.00	0.00	0.00	0.00	4,000.00	4,000.00	4,000.00
CAPITAL IMPROVEMENTS	117,968.56	0.00	117,968.56	4,056.51 ⁵	1,581.52	0.00 ¹³	11,316.04	0.00	122,025.07	122,025.07	133,603.63
INFRASTRUCTURE PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INMATE CUSTODIAL FUND	2,474.22	0.00	2,474.22	1,805.00	1,280.00	2,260.23	1,299.17	0.00	2,018.99	2,018.99	1,427.26
QUILLAYUTE AP	160,020.12	0.00	160,020.12	0.00	159.13	47,606.77 ¹⁴	13,802.36	0.00	112,413.35	112,413.35	239,725.94
TRANSIT CENTER	3,140.39	0.00	3,140.39	1,516.83 ⁶	6,476.96	4,045.43 ¹⁵	7,654.37	0.00	611.79	611.79	4,501.09
SEIZED PROPERTY	3,128.96	0.00	3,128.96	0.00	0.00	0.00	0.00	0.00	3,128.96	3,128.96	3,128.96
DONATIONS	102,412.53	0.00	102,412.53	0.00	0.00	0.00	0.00	0.00	102,412.53	102,412.53	52,404.53
GRANT/CONSTRUCTION	129,510.37	0.00	129,510.37	0.00	0.00	0.00	0.00	0.00	129,510.37	129,510.37	106,128.99
SEARCH & RESCUE	3,876.00	0.00	3,876.00	0.00	0.00	0.00	0.00	0.00	3,876.00	3,876.00	3,876.00
STREET PROJECTS	77,361.14	0.00	77,361.14	0.00	0.00	0.00 ¹⁶	4,010.57	0.00	77,361.14	77,361.14	0.00
STATE COLLECTIONS	6,898.70	0.00	6,898.70	3,748.37	2,405.50	804.40	1,343.45	0.00	9,842.67	9,842.67	7,533.33
TOTAL	2,021,198.47	3,395,000.00	5,416,198.47	438,079.42	319,925.63	422,286.30	1,580,254.70	3,395,000.00	2,036,991.59	5,431,991.59	5,758,156.80

*For comparison purposes.

10% or more on for various report



Applicant Resolution/Authorization

Organization Name (sponsor) City of Forks

Resolution No. or Document Name RESOLUTION NO. 537

Project(s) Number(s), and Name(s) PROJECT: 26-1785 Dev, Tillicum Park Playground

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Rod Fleck, Attorney/Planner
Project contact (day-to-day administering of the grant and communicating with the RCO)	
RCO Grant Agreement (Agreement)	Tim Fletcher, Mayor
Agreement amendments	Tim Fletcher, Mayor
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Tim Fletcher, Mayor

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. **[for Acquisition Projects Only]** Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

12. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property]** Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
13. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property]** Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
14. **[Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant]** Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed _____

Title Mayor _____ Date _____

On File at: City Clerk's Office _____

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:
(Local Governments and Nonprofit Organizations Only):

Location: Forks, WA _____ Date: _____

Washington State Attorney General's Office

Approved as to form *Brian Toller* _____ 2/13/2020 _____
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.

Enter a description of the project.

RCO uses the Project Description for press releases and the Project Snapshot.

Your description should include the following items (if applicable):

- ***Type of project (acquisition, restoration, development, design, education, maintenance, etc.)***
- ***Location information***
- ***Overall goal to be achieved***
- ***Primary type of habitat to be protected or restored***
- ***Priority species supported***
- ***Primary outdoor recreation opportunity to be provided***
- ***What will be acquired, restored, developed, and/or designed with grant funds***

1500 characters

The Tillicum Park Playground Age 2-5 development project represents phase 1 of a multiphase playground renovation project at Tillicum Park located in the City of Forks. This project will renovate and modernize aging playground equipment, to create a safer, more inclusive, and engaging space for children and families. The existing playground no longer meets current safety standards or the evolving recreational needs of the community. Equipment shows significant wear, limited accessibility, and lacks features that support a diverse range of abilities.

This project will replace outdated playground equipment for the designated play area for children aged 2-5 (approximately 1,500 SF). This includes the removal of existing equipment which includes one climbing structure with slides, one toddler swing-set, and three freestanding toys. These items will be replaced with nine new structures including one climbing toy with slides, two freestanding structures (e.g. see-saw, shelter, etc.), three spring toys, and three ground level play items or music panels. The existing pea gravel will be removed and replaced with new synthetic turf surfacing. Additional enhancements will include installation of new safety fencing, updated curbing and plant beds, and widening of the concrete sidewalk. Project renovations will ensure that playground equipment meets current code requirements including ADA-compliance and safety standards designed to incorporate inclusive features to ensure children of all abilities can play together, supporting equity and community well-being.

#1: When will the project be completed and made available to the public for outdoor recreation uses? Please note that funding may not be awarded for about one year from application submittal and it may take one or more years for you to complete the project.

During year one of the grant award (July 2027-June 2028) the City will focus on completing project planning requirements. Planning will include required environmental and cultural surveys, permitting, and design elements incorporating community outreach and information sessions to gather feedback and ensure playground features meet community needs and expectations.

After design concepts and feedback have been gathered from the community, the City will conduct contract bidding to select a qualified vendor for playground procurement and installation in alignment with final A&E design plans (Spring 2028).

Ideally construction would take place in the Fall (September - October 2028) after peak tourist season and when youth are back in school. This will cause less inconvenience and disruption to both locals and tourists and is usually still reliable weather for construction. Actual construction time for the 2-5 age area will be completed within 120 days

#2: Describe any required mitigation as a result of the action in this proposal. Will mitigation occur on this site or another location? 500 characters

#3: Are overhead utility lines present at the site, and if so explain how they will be relocated or buried. Yes or No

There are no overhead utility lines at the

#4: Is this project scope part of a larger effort not reflected in the project application? If so, briefly describe the larger effort and timeframe, funding amount(s) and source(s) and how this projects fits. 500 characters

The Tillicum Park Playground 2-5 Age development project is Phase 1 of a multiphase renovation project for Tillicum Park. Playground renovations comprise the first four phases of improvements to the park: Phase 1) age 2-5 (\$737,749); Phase 2) age 5-12 (\$1.8 mil), Phase 3) swings (\$300,000), Phase 4) site improvements (\$400,000). Total playground renovations are estimated at \$3.5 million. The City is developing a PROS Plan to identify priorities, needs, and cost estimates to create a long-range plan and funding strategy to complete the necessary renovations to Tillicum Park.

#5: Describe the nature of any existing rights-of-way, easements, reversionary interests, etc. to the project area. 500 characters

#6: Do you plan to restrict or limit general public availability or use of the site in any way? If yes, describe the type of restriction, the portion of the project area that will be restricted (an illustrative map may be requested), and the reason(s) the public will be restricted.

Renovations and equipment related to this project are specifically for the 2-5 age group. Signage will be incorporated expressly identifying the age range for this area at the playground. The park is only open to the public during daylight hours.

#7: Does this application contain state, federal or other grants as part of the "sponsor match"? If yes, name the grant(s) and date grant will be available.

Yes.

RCO Planning for Recreation Access, Site Specific Planning grant, application opens May 2026, and awards will be made October 2026.

First Federal Foundation Community Development Project, applications open July 1, 2026, awards made November 2026.

The Albert Haller Foundation, 2026.

Lloyd Allen Trust, 2026.



CENTURY WEST ENGINEERING
GRANT FUNDING PROGRAM COSTS

City of Forks

QUILLAYUTE AIRPORT
FY2026 GRANT FUNDING

April, 2026

TERMINAL AND HANGAR REHABILITATION - DESIGN PHASE

Project Costs		FAA (95%)	Sponsor Match (5%)
SHKS Architects Design Fee	\$ 115,795.00	\$ 110,005.25	\$ 5,789.75
City Administrative Costs <i>(permitting, bid ad, etc.)</i>	\$ 3,153.00	\$ 2,995.35	\$ 157.65
TOTAL FY26 GRANT COSTS	\$ 118,948.00	\$ 113,000.00	\$ 5,948.00

Rod Fleck

From: Melanie Johansen <MJohansen@CenturyWest.com>
Sent: Thursday, April 16, 2026 5:08 PM
To: Rod Fleck; 'Matt Hamel'
Cc: Kurt Addicott
Subject: RE: Quillayute Coordination Meeting Tomorrow
Attachments: FY26 UIL-Rehab Project-Funding Program.pdf

Rod,

I'm hoping the attached will help with council approval on the pavement rehab project. It shows the total project costs and the amount covered by FAA as well as the City's match portion.

For the hangar, UIL has \$113k of IJJA funds expiring this year, so we'd want to apply for at least \$113k from FAA, which would include a City match of \$5,947.

If you need more than this for the council agenda, just let us know!

As I mentioned on the phone, I'm on vacation next week, but you can reach out to Kurt Addicott (cc-ed) if anything comes up.

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

From: Rod Fleck <rodf@forkswashington.org>
Sent: Thursday, April 16, 2026 3:41 PM
To: Melanie Johansen <MJohansen@CenturyWest.com>; 'Matt Hamel' <matth@shksarchitects.com>
Subject: RE: Quillayute Coordination Meeting Tomorrow

Melanie,

I think I need to know more about the applications and whether we need City Council' preapproval. We are meeting on the 27th of April, but it's a full agenda already.

The rehab project application is another that we may need to have the council authorize.

Rod

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

From: Melanie Johansen <MJohansen@CenturyWest.com>
Sent: Thursday, April 16, 2026 3:37 PM
To: Rod Fleck <rodf@forkswashington.org>; 'Matt Hamel' <matth@shksarchitects.com>
Subject: RE: Quillayute Coordination Meeting Tomorrow

Matt/Rod,

I think I can help get some of these answered by pulling together some of our standard FAA documentation for Craig to review/approve. I'll get working on that.

Rod—we're working on your grant applications for both this project and the pavement rehab project. Is the mayor available the week of April 27 for signing?

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

From: Rod Fleck <rodf@forkswashington.org>
Sent: Wednesday, April 15, 2026 2:57 PM
To: Merchant, Craig M (FAA) <Craig.M.Merchant@faa.gov>; 'Matt Hamel' <matth@shksarchitects.com>
Cc: Melanie Johansen <MJohansen@CenturyWest.com>
Subject: RE: Quillayute Coordination Meeting Tomorrow

I am being told that Craig and Melanie are traveling. Craig, maybe you and I need to talk with Melanie with regard to the grant application that is due in two weeks or so.

We need to get questions answered for the SHKS, but if we cannot do that now then, I believe we will need to reschedule the meeting with the FAA, City and possibly CenturyWest.

Rod

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

From: Merchant, Craig M (FAA) <Craig.M.Merchant@faa.gov>
Sent: Wednesday, April 15, 2026 12:28 PM
To: 'Matt Hamel' <matth@shksarchitects.com>
Cc: Rod Fleck <rodf@forkswashington.org>
Subject: RE: Quillayute Coordination Meeting Tomorrow

Matt, Rod,

For the meeting at 3pm today, is my attendance required?

I will be riding in my vanpool at that time. Since there is no Teams call in option for this meeting, if you need me, please contact me at 678-458-5055.

Thanks,



Craig M Merchant, P.E.
Engineering PM
Seattle Airport District Office
Federal Aviation Administration
U.S. Department of Transportation
O: (206) 231-4144
craig.m.merchant@faa.gov

From: Merchant, Craig M (FAA)
Sent: Tuesday, April 14, 2026 3:24 PM
To: Matt Hamel <matth@shksarchitects.com>
Subject: Quillayute Coordination Meeting Tomorrow

Matt,

I see the meeting at 3pm tomorrow. I'll be riding in a vanpool at 3pm. Is my attendance required for this meeting? I would call into the Teams call-in number, but I do not see a call-in option for this meeting.

Thanks,



Craig M Merchant, P.E.
Engineering PM
Seattle Airport District Office
Federal Aviation Administration
U.S. Department of Transportation
O: (206) 231-4144
craig.m.merchant@faa.gov

Rod Fleck

From: Rod Fleck
Sent: Friday, April 24, 2026 10:27 AM
To: Caryn Depew
Subject: Fw: UIL - Terminal and Hangar Reimbursement
Attachments: Quillayute Hangar FAA Coord Fee.pdf; Quillayute Hangar FAA Coord Scope.pdf; UIL Hangar - Fee Approval Request.docx; UIL Hangar - Record of Negotiations.docx

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

From: Melanie Johansen <MJohansen@CenturyWest.com>
Sent: Friday, April 17, 2026 3:45 PM
To: Rod Fleck <rodf@forkswashington.org>
Cc: Matt Inpanbutr <matti@shksarchitects.com>; Matt Hamel <matth@shksarchitects.com>; Kurt Addicott <KAddicott@CenturyWest.com>
Subject: RE: UIL - Terminal and Hangar Reimbursement

Rod,

Per Craig's email below, we've put together the attached scope and fee to provide grant admin and FAA coordination on the hangar project as a sub to SHKS.

In order to get this officially approved, please review and sign the attached record of negotiations and fee approval request. Once those documents have been signed, this entire package can be emailed to Craig for his concurrence.

If you have any requested edits to our scope/fee, please let me and Kurt know and we will get them addressed.

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

From: Merchant, Craig M (FAA) <Craig.M.Merchant@faa.gov>
Sent: Tuesday, April 14, 2026 11:12 AM
To: Rod Fleck <rodf@forkswashington.org>; Matt Hamel <matth@shksarchitects.com>
Cc: Matt Inpanbutr <matti@shksarchitects.com>; Melanie Johansen <MJohansen@CenturyWest.com>
Subject: RE: UIL - Terminal and Hangar Reimbursement

Rod,

To answer your previous question:

Are we ok to move forward with that? Would you need to see an updated cost analysis/record of negotiations for the added cost

Yes, we are good with moving forward with a design reimbursement for FY2026 and addressing the construction parts of the project in FY2027 and later.

We will need an updated cost analysis and/or record of negotiations for added cost.

Let me know if you have any other questions. Thanks for your cooperation.

Sincerely,

Craig M Merchant, P.E.

Engineering PM

Seattle Airport District Office

Federal Aviation Administration

U.S. Department of Transportation

O: (206) 231-4144

craig.m.merchant@faa.gov



From: Rod Fleck <rodf@forkswashington.org>

Sent: Tuesday, April 14, 2026 10:28 AM

To: Matt Hamel <matth@shksarchitects.com>; Merchant, Craig M (FAA) <Craig.M.Merchant@faa.gov>

Cc: Matt Inpanbutr <matti@shksarchitects.com>; Melanie Johansen <MJohansen@CenturyWest.com>

Subject: RE: UIL - Terminal and Hangar Reimbursement

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

Hey folks,

I believe the FAA was still considering approaches to this matter.

Rod

William R. Fleck

City Attorney/Planner

500 East Division Street

Forks, WA 98331

rodf@forkswashington.org

360/374-5412

"Fortes Fortuna Juvat"

From: Matt Hamel <matth@shksarchitects.com>

Sent: Tuesday, April 14, 2026 9:00 AM

To: Rod Fleck <rodf@forkswashington.org>; 'Merchant, M (FAA) <Craig.M.Merchant@faa.gov>'

<Craig.M.Merchant@faa.gov>

Cc: Matt Inpanbutr <matti@shksarchitects.com>; Melanie Johansen <MJohansen@CenturyWest.com>
Subject: RE: UIL - Terminal and Hangar Reimbursement

Hello team,

We have a meeting scheduled for tomorrow at 3pm. Are there any updates from FAA or should we cancel this meeting?

Thanks,

Matt

Matt Hamel, AIA , APT RP, LEED AP BD+C
He/Him

Historic Architect
206.224.3328

SHKSARCHITECTS.COM

From: Melanie Johansen <MJohansen@CenturyWest.com>
Sent: Thursday, April 9, 2026 1:50 PM
To: Rod Fleck <rodf@forkswashington.org>; 'Merchant, M (FAA) <Craig.M.Merchant@faa.gov>' <Craig.M.Merchant@faa.gov>
Cc: Matt Hamel <matth@shksarchitects.com>; Matt Inpanbutr <matti@shksarchitects.com>
Subject: RE: UIL - Terminal and Hangar Reimbursement [Filed 09 Apr 2026 13:59]

Craig,

Following up on my email below. Can you please respond to the highlighted questions below?

Thank you,

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

From: Melanie Johansen
Sent: Wednesday, April 1, 2026 11:41 AM
To: 'Rod Fleck' <rodf@forkswashington.org>; 'Merchant, M (FAA) <Craig.M.Merchant@faa.gov>' <Craig.M.Merchant@faa.gov>
Cc: Matt Hamel <matth@shksarchitects.com>; Matt Inpanbutr <matti@shksarchitects.com>
Subject: RE: UIL - Terminal and Hangar Reimbursement

Craig,

To add to Rod's email below, UIL has IJIA money that expires in FY26, so we want to make sure we're set up to receive an FY26 grant for the terminal/hangar project.

Based on previous discussions, my understanding is that FY26 AIG grant would cover design and then we'd use remaining AIG funds plus FY27 and FY28 NPEs to cover the construction phase.

There were also previous discussions about SHKS subcontracting to Century West to help with this FAA grant management so the project can move forward on the necessary timeline. Are we ok to move forward with that? Would you need to see an updated cost analysis/record of negotiations for the added cost? If we can get that set up, then I can help finalize this grant application for FY26 funding.

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

From: Rod Fleck <rodf@forkswashington.org>
Sent: Wednesday, April 1, 2026 11:22 AM
To: 'Merchant, M (FAA)' <Craig.M.Merchant@faa.gov> <Craig.M.Merchant@faa.gov>
Cc: Matt Hamel <matth@shksarchitects.com>; Matt Inpanbutr <matti@shksarchitects.com>; Melanie Johansen <MJohansen@CenturyWest.com>
Subject: UIL - Terminal and Hangar Reimbursement

All	Unread	To	Subject	Sent
		Craig.M.Merchant@faa.gov	FW: INFORAMTION: UIL Retroactive Reimbursement - Hangar	Wed 1
			Craig Take a look at the email below that was from Melanie to Mary Vargas as she talks about where we landed. Rod William R. Fleck City Attorney/Planner 500 East Division Street Forks, WA 98331 rodf@forkswashington.org <mailto:rodf@forkswa...>	
		Craig.M.Merchant@faa.gov	FW: Forks - UIL	Wed 1
			William R. Fleck City Attorney/Planner 500 East Division Street Forks, WA 98331 rodf@forkswashington.org <mailto:rodf@forkswashington.org>	
		Melanie Johansen; Nicole ...	Forks - FW: Rescheduled DBE Hearing	Wed 1

FW: Forks - UIL



Rod Fleck
To: Craig.M.Merchant@faa.gov

Forks UIL Hangar Grant Application 2025.zip
17 MB

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

From: Rod Fleck
Sent: Tuesday, November 25, 2025 2:58 PM
To: 'Merchant, Craig M (FAA)' <Craig.M.Merchant@faa.gov>; Vargas, Mary (FAA) <Mary.Vargas@faa.gov>
Cc: Matt Hamel <matth@shksarchitects.com>; Matt Inpanbutr <matti@shksarchitects.com>
Subject: RE: Forks - UIL

Craig,
Craig,

Good to see you in the meeting we just got done with Agnes.

One question that I still am not clear is whether the City needs to provide any additional application material to utilize the 27-28 funding to seek reimbursement for the UIL Terminal effort. In January we had provided the application, we got your response followed by the in person FAA staff visit.

I believe where things were left was that the FAA staff needed to have discussions about this project. UIL is pursuing a runway rehab project and bids open for that next week.

But, I do not want to lose time on the building project. I was very grateful that Melanie explained to Agnes what we had discussed in the other meetings.

We need to know when we need to get this completed application into you for this specific project.

Rod

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



Airport: Quillayute
Project: Hangar Rehabilitation Project - FAA Coordination

4/17/25

SALARY COSTS						CWE TOTAL HOURS	CWE TOTAL LABOR COST
TASKS	Principal/VP	Sr. Project Manager	Project Engineer	EIT III	Clerical		
1 PROJECT MANAGEMENT/ADMINISTRATION						47	\$ 11,283.00
1.1	Record of Negotiation Support	0	2	0	0	2	\$ 516.00
1.2	Project Administration (12 month period)	1	12	0	0	25	\$ 4,991.00
1.3	Project Meetings (12)	0	12	0	0	12	\$ 3,096.00
1.4	Conduct in-house QA/QC	8	0	0	0	8	\$ 2,680.00
2 FAA ADMINISTRATION COORDINATION SUPPORT						116	\$ 23,448.00
2.1	Project Technical Coordination (12 month period)	0	24	0	0	24	\$ 6,192.00
2.2	FAA Grant Application	0	4	0	8	12	\$ 2,232.00
2.3	FAA Administrative Reporting	0	4	0	8	12	\$ 2,232.00
2.4	Prepare and Submit 7460s for proposed development	0	4	0	8	12	\$ 2,232.00
2.5	Prepare Draft CSPP and Safety & Phasing Plan Sheets	0	8	0	18	26	\$ 4,764.00
2.6	Finalize CSPP and Safety & Phasing Plan Sheets	0	6	0	8	14	\$ 2,748.00
2.7	FAA Design Grant Closeout	0	6	0	10	16	\$ 3,048.00
Subtotal Hours		9	82	0	60	12	
Labor Bill Rate (\$/hour)		\$ 335.00	\$ 258.00	\$ 165.00	\$ 150.00	\$ 130.00	
DIRECT NON-SALARY COSTS							
		Quantity	Miles/Trip		Unit	Rate	Subtotal
REIMBURSABLE EXPENSES							\$ 200.000
	Transportation: Vehicle Mileage	0	350		Mile	\$ 0.725	\$ -
	Transportation: Ferry	0			Each	\$ 44.85	\$ -
	Lodging	0			Day	\$ 235.00	\$ -
	Per Diem	0			Day	\$ 92.00	\$ -
	Plotting	0			Lump Sum	\$ -	\$ -
	Printing	1			Lump Sum	\$ 100.00	\$ 100.000
	Mailing	1			Lump Sum	\$ 50.00	\$ 50.000
	Telephone	0			Lump Sum	\$ -	\$ -
	Supplies	1			Lump Sum	\$ 50.00	\$ 50.000
		Contract Value	Prime B&O (OH)% on Sub Fee		Prime OH Expense on Sub Fee	Subtotal	
SUBCONTRACTING EXPENSES							
					\$ -	\$ -	
					\$ -	\$ -	
						Subtotal Reimbursable Expenses	\$ 200.00
						Subtotal Subcontracting Expenses	\$ -
						Total Direct Non-Salary Costs	\$ 200.00
						TOTAL FEE FOR SERVICES	\$ 34,931.00



Exhibit A
Scope of Work

**Consulting Services for Hangar Rehabilitation Project at
Quillayute Airport**

April 17, 2026

GENERAL

The City of Forks is undertaking a hangar rehabilitation project at the Quillayute Airport. The project in part is being funded by an FAA AIG grant. As a sub-consultant to SHKS Architects (Client), Century West Engineering will provide FAA coordination, review, and grant administration support for the project.

A. CONSULTING SERVICES

TASK 1 - PROJECT MANAGEMENT & ADMINISTRATION

Task 1 Work Items:

- 1.1 Assist in documenting record of negotiation for FAA review of this scope of work.
- 1.2 Carry out project administration including, but not limited to, project schedules, coordination of project with the Client and City, and reporting any technical and budget opportunities or issues, preparation of monthly consultant invoices.
- 1.3 Attend up to 12 coordination meetings with the FAA, the Client, and the City of Forks. Meetings will be held virtually and attended by up to two (2) Century West staff.
- 1.4 Conduct in-house quality control review for draft and final deliverables.

Primary Task 1 Deliverables:

- Monthly statements
- Meeting notes

TASK 2 – FAA ADMINISTRATION COORDINATION SUPPORT

Task 2 Work Items:

- 2.1 Provide routine project technical coordination over 12-month period with the Client, the City, and FAA Airport District Office staff regarding project details and FAA grant administration and project review items.
- 2.2 Prepare, coordinate, and submit to FAA one AIP design grant application and associated sketches. It is assumed one grant will be issued to cover the project design and bidding phase.
- 2.3 Assist the Client and City with preparation and submittal of invoicing spreadsheets and FAA Quarterly Performance Reports (form 5370-1) throughout the 12 month project duration; prepare annual financial reporting (forms 425, and 270/271) for FY2026.
- 2.4 Prepare documents and submit FAA form 7460 (through OE/AAA portal) for both the project improvements and the construction operations. Two (2) separate submittals are assumed. Effort includes preparing draft and final documents.
- 2.5 Prepare preliminary Construction Safety and Phasing Plan (CSPP). The CSPP will include a project document per FAA guidance as well as up to three (3) safety and phasing plan sheets. Submit Draft CSPP with 7460 to FAA Seattle ADO for review. The 7460 is being developed under Task 2.4.
- 2.6 Finalize Construction Safety and Phasing Plan (CSPP) and safety and phasing plan sheets. The CSPP along with the 7460s developed under Task 2.4 will be uploaded to the OE/AAA portal for review by all FAA offices.
- 2.7 Prepare FY2026 design grant closeout per current FAA Engineering Guidance.

Primary Task 2 Deliverables:

- AIP Design Grant Application
- FAA Quarterly and Annual Administration Reports
- AIP Design Grant Closeout
- 7460 Draft and Final Submittals
- CSPP Draft and Final Documents

B. CONSULTANT SERVICES ASSUMPTIONS/EXCLUSIONS

1. Deliverables are anticipated to be electronic files (pdf, CAD, etc.), unless noted otherwise.
2. The Client will provide project diagrams and base map for use by Century West Engineering.
3. This contract does not include any engineering design, concept development, alternatives analysis, or feasibility studies.
4. NEPA review is already completed and is not included within this scope of work. It is assumed that any preliminary site plans; property legal descriptions; environmental studies including biological assessments, wetland delineations, cultural resources assessments, or any other environmental reports; or other documentation necessary for FAA review and coordination will be provided by the Client or City.
5. No aerial mapping, boundary or topographic survey, or site investigations will be performed.
6. Construction management services are not included in this scope of work. If required, services during construction will be covered by a future contract.
7. Additional services beyond tasks identified within this scope will be performed under a separate contract amendment.

Record of Negotiations

QUILLAYUTE AIRPORT HANGAR REHABILITATION – FAA ADMINISTRATION SERVICES

DATE: April 17, 2026

Owner/Sponsor: City of Forks

Airport: Quillayute Airport

Project: Hangar Rehabilitation Project – FAA Administration Services

Location: City of Forks

A.I.P. Grant Number: TBD

1. SHKS Architects (Consultant) was selected through a publicly advertised solicitation process for engineering services on March 12, 2024. This selection was previously coordinated and documented with the FAA at the outset of the project. This record of negotiation is addressing an amendment to the SHKS contract for additional support services for FAA coordination to be performed by Century West Engineering, as subconsultant to SHKS. A scope and fee have been prepared for said services. See attached scope and fee.

Century West Engineering Proposed Fee: \$34,931

These costs are included in this Record of Negotiations package for FAA review.

2. I have reviewed the cost detail for this scope of services, and given recent similar services Century West has provided to the City as part of the Pavement Rehabilitation and Gate Design project, I have determined the cost to be reasonable.
3. The final fee proposal is considered reasonable by the Sponsor. The scope of work, and consultant's fee proposal are attached to this record of negotiation and are hereby submitted to the ADO for a reasonableness of cost determination.
4. The negotiations were conducted in good faith to ensure the fees are fair and reasonable. The procedures outlined in AC 150/5100-14E have been followed.

Conclusion: The City desires to proceed with Century West Engineering for the proposed scope in the amount of \$34,931.

Signed,

<Rod, add your signature block here and put this letter on City letterhead>

Fee Approval Request

QUILLAYUTE AIRPORT HANGAR REHABILITATION – FAA ADMINISTRATION SERVICES

DATE: April 17, 2026

Owner/Sponsor: City of Forks

Airport: Quillayute Airport

Project: Hangar Rehabilitation Project – FAA Administration Services

Location: City of Forks

A.I.P. Grant Number: TBD

Dear Craig Merchant, FAA:

The City of Forks wishes to add Century West to the SHKS team to provide grant administration and FAA coordination for the above referenced hangar project at Quillayute Airport. Century West prepared a scope and fee for these services. The City desires to proceed with Century West Engineering for the proposed scope in the amount of \$34,931.

I am requesting the FAA to approve the fee proposed by Century West for the above-mentioned project. Please contact me if you have any questions regarding this request.

Signed,

<Rod, add your signature block here and put this letter on City letterhead>

Airport

AIP Development Application Checklist

Grant Number

- 1. SF424 (expires 12/26)
- 2. SF5100-100
- 3. CIP Data Sheet
- 4. Standard DOT Title VI Assurances
- 5. Certification for Contracts Grants Loans
- 6. Airport Sponsor Assurances
- 7. Current FAA Advisory Circulars
- 8. SF5100-134 Sponsor Certification for Selection of Consultants
- 9. SF5100-132 Sponsor Certification for Plans and Specs
- 10. SF5100-131 Sponsor Certification for Equipment/Construction Contracts
- 11. SF5100-129 Sponsor Certification for Project Final Acceptance
- 12. SF5100-130 Sponsor Certification for Drug Free Workplace
- 13. SF5100-133 Sponsor Certification for Land (Use only for Land Acquisition)
- 14. SF5100-135 Sponsor Certification for Conflict of Interest
-



CENTURY WEST ENGINEERING
GRANT FUNDING PROGRAM COSTS

City of Forks

QUILLAYUTE AIRPORT
PAVEMENT REHABILITATION & VEHICLE GATE - PHASE 2 CONSTRUCTION

April, 2026

FY2026 Grant Funding

Project Costs		FAA (95%)	WSDOT (2.5%)	Sponsor Match (2.5%)
Construction Management <i>(CWE fee)</i>	\$ 193,960.50	\$ 184,262.48	\$ 4,849.01	\$ 4,849.01
Administrative Costs <i>(IFE, etc.)</i>	\$ 8,000.00	\$ 7,600.00	\$ 200.00	\$ 200.00
Pavement Rehab and Gate Construction <i>(low bid)</i>	\$ 795,961.98	\$ 756,163.88	\$ 19,899.05	\$ 19,899.05
TOTAL FY26 GRANT COSTS	\$ 997,922.48	\$ 948,026.36	\$ 24,948.06	\$ 24,948.06

AMENDMENT NO. 1



**AGREEMENT AND AUTHORIZATION FOR
ENGINEERING CONSULTING SERVICES**

By this Amendment, effective April 9, 2026, **City of Forks** (Client) authorizes **Century West Engineering Corporation** (Engineer) to carry out and complete the Scope of Services in consideration of the mutual covenants including terms and conditions of the original document set forth in the Runway, Taxiway, and Apron Rehabilitation - Phase 1 Design Master Agreement dated October 14, 2025, and the following additional attachments:

- Exhibit A: Amended Scope of Work, dated March 5, 2026
- Exhibit B: Amended Fee Summary Spreadsheet, dated March 5, 2026

Project: Quillayute Airport Runway, Taxiway, and Apron Rehabilitation - Phase 1 Design

Project No.: 35024.002.01

Scope of Services: The scope of services for the "Runway, Taxiway, and Apron Rehabilitation - Phase 1 Design" project is as detailed in the attached Exhibit A "Scope of Work."

Opinion of Probable Cost:

Amendment No. 1 revises the total contract amount for design and bidding services for Runway, Taxiway, and Apron Rehabilitation project at Quillayute Airport as detailed below:

Original Contract:	\$ 262,994.72	
Total Amendment:	<u>\$ (46,310.10)</u>	
Amended Fee:	\$ 216,684.62	Lump Sum

Personnel labor fees are detailed in the attached Amended Fee Summary Spreadsheet (Exhibit B).

City of Forks

By: _____

Title: _____

Date: _____

Century West Engineering Corporation

By: _____

Title: President_____

Date: 4/16/2026_____



**Scope of Work
March 5, 2026**

**City of Forks
Quillayute Airport
Runway, Taxiway, and Apron Rehabilitation (Phase 2 Construction Management)
AIP: 3-53-0168-014-2025**

GENERAL PROJECT DESCRIPTION, BACKGROUND, & PURPOSE/NEED

The scope of the project (Phase 2) is to provide construction engineering and management services for the proposed pavement maintenance activities at Quillayute Airport. Phase 1, Design and Bidding Services, are covered by a separate scope of work.

The activities and work elements for each task are described in the scope of work that follows. The Quillayute Airport (Airport), owned by the City of Forks (City), is seeking to perform rehabilitation of the runway, taxiway, and apron pavement at Quillayute Airport along with upgrades to the airport access gate.

All work to be completed as a part of this project is AIP-eligible, and AIP funding is anticipated to cover 95% of project costs, with the remainder to be split evenly between the State and the Sponsor. The base bid will consist of runway rehabilitation, with other work to be included as additive bid schedules to be awarded as funding allows.

This project proposes the rehabilitation of runway, taxiway, and apron pavements at the Quillayute Airport (UIL) in Quillayute, Washington. Work to be performed includes crack repair, spall repair, and joint maintenance for the Portland Cement Concrete (PCC) runway, taxiways, and apron pavements. This project also includes new pavement markings, and replacement of the 12-foot access gate with an electronically controlled gate. This project is included in the Airport's Capital Improvement Plan (ACIP) for FY25 design and FY26 construction and involves improvements to existing infrastructure shown on the Airport Layout Plan (ALP).

The 2018 Pavement Condition Index (PCI) for the runway, taxiway, and apron are between 69 and 79, with projected 2025 values between 64 and 75. Maintenance and Repair (M&R) activities are recommended for these areas in the 2019 Washington Statewide Airport Pavement Management Report (APMR). Pavement rehabilitation will improve safety conditions, sustain functionality, and extend the life of the pavement.

The work area includes the full 4,210-foot length of Runway 4-22 at a width of 100 feet, matching existing paving; 3,000 linear feet x 45 feet wide for Taxiway A; and a 450-foot by 275-foot apron (see figure below). A NEPA CatEx was granted for this project on April 23, 2025.



TASK 1 – PROJECT MANAGEMENT / ADMINISTRATION

Task 1 Work Items:

- 1.1 Finalize work scope and negotiate contract.
- 1.2 Prepare blank fee spreadsheet and figures without costs for the City's use in obtaining an independent fee estimate (IFE) from a separate consulting firm. Provide information as needed to assist the Town in their preparation of a record of negotiations.
- 1.3 Carry out project administration including, but not limited to: engineering contract management; coordination of the project schedule; coordination of project with the Airport and FAA; monitoring and reporting technical and budget issues to the Airport and FAA; preparation of monthly consultant invoices for submittal to the Airport; and preparation of project status reports. It is assumed the construction phase of the project will extend over a 6-month period. The 6-month period is assumed to include a 2-month pre-construction coordination period; a 2-month construction period; and a 2-month post-construction closeout coordination period.
- 1.4 Prepare the FY2026 construction grant application and associated sketches.

It is anticipated that a draft grant application will be submitted prior to bid opening using engineer's estimated costs, and a final grant application will be submitted after bid opening to include final construction bid costs and construction inspection costs.
- 1.5 Coordinate internal project team throughout the construction phase.
- 1.6 Review and coordinate the contractor's project schedule with the Airport and FAA.
- 1.7 Assist the Airport with preparation and submittal of Delphi invoicing spreadsheets and FAA Quarterly Performance Reports (form 5370-1) throughout the construction phase; prepare annual financial reporting (forms 425, and 270/271).
- 1.8 Assist the Airport with DBE contract participation reporting for DBE utilization during construction. The Consultant will provide the information for the City to upload to FAA's Civil Rights Connect website.
- 1.9 Prepare DBE goal updates for FY2027-FY2029 to incorporate the upcoming CIP projects anticipated by the Airport, and coordinate submittal to FAA Civil Rights for August 1, 2026, deadline. Effort includes preparing submittal documents and performing review coordination with the Airport and FAA. The effort also includes conducting DBE public interview workshop required by the FAA. The Consultant will prepare the public advertisement and host this meeting. The Airport is anticipated to place and pay for the advertisement.
- 1.10 Conduct ongoing conference call coordination meetings with Airport and FAA representatives throughout the project. (Assume 2 conference calls.)



Primary Task 1 Deliverables:

- Contract scope and fee schedule (PDF)
- Miscellaneous Administrative Documents (Monthly Invoices, Reports)
- FY2026 FAA grant application (PDF)
- FAA quarterly and annual reporting forms (PDF)
- Annual DBE reports information (PDF/Word)

TASK 2 – CONSTRUCTION MANAGEMENT & INSPECTION SERVICES

Task 2 Work Items:

- 2.1 Perform pre-project coordination with the Airport and Contractor to coordinate and organize project implementation details and schedule the construction Notice to Proceed (NTP) and Pre-Construction meeting.
- 2.2 Organize, conduct, and attend a pre-construction conference. The Project Manager and a Resident Project Representative (RPR) will attend the meeting. Prepare an agenda and meeting notes for the meeting. This meeting will be held on-site at City Hall or the Airport. *(1 trip)*
- 2.3 Mark joint repair, crack repair, and surface void repair areas prior to contractor mobilization. Effort assumes a three-person crew will spend 2 days on site to mark all PCC repair locations. Effort includes travel and overnight stay in Forks. *(1 trip)*
- 2.4 Prepare and submit weekly inspection reports using FAA Form 5370-1 to the FAA and the Airport. Nine (9) weekly reports are anticipated for this project.
- 2.5 Provide on-site observation during the project construction period. On-site activities include: coordinating, observing, and reviewing contractor work for conformance with the contract documents; making field measurements; preparation of a daily field report; preparation of a daily safety inspection checklist; photographic documentation; addressing field questions; monitoring construction progress; conducting wage rate interviews; and field verification of construction quantities for pay requests.

Activities related to this task are expected to occur over a 9-week period. The Consultant will assign a staff member to provide part-time on-site coverage at an approximate 80 percent level.

The budget for this task is based on RPR coverage consisting of 5 calendar days per each of the 9 weeks of construction, on site approximately 6 hours per day, plus 8 hours of travel per week. It is assumed the RPR will remain in Forks four nights per week. *(9 trips)*

The actual amount of time for on-site observation is dependent on the Contractor's work plan and schedule. The Airport and Engineer agree to adjust this level of effort if necessary due to a contractor's schedule that requires more effort than the assumed allowances.

- 2.6 Provide off-site construction engineering support that is available to assist the on-site RPR in resolving and coordinating technical issues beyond the capability of what can be prepared or addressed in the field. Activities related to this task are expected to occur over a 9-week period, with an allowance of 6 hours per week assumed for this effort.
- 2.7 Provide Project Manager coordination of the RPR and off-site engineering support staff. The Project Manager's effort is assumed to be performed off-site and include 4 hours/week over a 9-week period.
- 2.8 Conduct weekly construction coordination meetings with the Contractor and the Airport. The Project Manager and RPR will attend each meeting. Activities related to this task are expected to occur over a 9-week period. The RPR's time for on-site weekly meeting attendance is covered under Task 2.5. This task covers meeting attendance by the Project Manager and assumes that four meetings will be attended virtually and five meetings will be attended on-site. Effort also includes preparing agenda [and meeting minutes. (5 trips)
- 2.9 Answer questions (RFIs), provide clarifications, and prepare change orders. Activities related to this task are expected to occur over a 9-week period.
- 2.10 Coordinate required closures and Notice(s) to Air Missions ("NOTAMs") with the Airport, users, and tenants.
- 2.11 Review submittals and shop drawings. Up to 12 submittals are assumed for this project.
- 2.12 Reconcile quantities for monthly construction payment estimates and submit those estimates to the Airport. Three (3) monthly pay requests are anticipated.
- 2.13 Review Contractor certified payroll records, and coordinate and reconcile with the Contractor on any issues. Prepare documentation and provide to the Airport including project closeout coordination with the Washington State Department of Revenue, Department of Labor and Industries, and Employment Security Department. Activities related to this task are expected to occur over a 9-week period, an allowance of 6 hours per week is assumed for this effort.
- 2.14 Conduct an inspection at substantial completion with the Airport and Contractor. The Consultant will prepare a punch list and submit to the Contractor. The Project Manager and RPR will attend the substantial completion walk through. The RPR's time is included within Task 2.5. This task includes an on-site field visit for the Project Manager. (1 trip)
- 2.15 Conduct a final completion inspection with the Airport and Contractor. The Project Manager will attend. (1 trip)

Primary Task 2 Deliverables:

- Pre-construction meeting agenda and meeting minutes (PDF)
- Daily and weekly observation and progress reports (PDF)
- Weekly construction meeting agendas and meeting notes (PDF)
- Request-for-Information and Change Order Documentation as necessary (PDF)



- Submittal review/response documentation (PDF)
- Contractor progress estimate documentation (Excel & PDF)
- Contractor payroll review documentation (PDF)
- Substantial & final completion punch list(s) (PDF)

TASK 3 – PROJECT CLOSEOUT

Task 3 Work Items:

- 3.1 Prepare "Record" drawings on electronic media (AutoCAD and PDFs) and 1 reproducible copy of drawings to be provided to the Airport. FAA will only be provided electronic copies (PDF).
- 3.2 Prepare FY2026 construction grant final closeout report in accordance ANM-620-05, Standard Handout for Final Reports.

Prepare administrative FAA forms, project close out, and OWNER certification forms for submittal to FAA by OWNER.

Primary Task 3 Deliverables:

- Record Drawings (AutoCAD and PDF)
- Closeout documentation report (PDF)

A. ASSUMPTIONS/EXCLUSIONS

1. This project has been deemed a NEPA categorical exclusion (CATEX).
2. All permits are to be acquired by the contractor.
3. An NPDES Construction Stormwater Permit and NOI is not required for this project.
4. The Storm Water Pollution Prevention Plan (SWPPP) will be prepared by the contractor.
5. The Airport shall send the advertisement for public comment on DBE goals to media outlets for publication and pay advertising fees directly.
6. It is assumed an as-built ALP is not required for this project and is not included in this scope of work.
7. Updates to the 5010 Airport Master Record are not required for this project and are not included in this scope of work.
8. AGIS as-built survey is not included in this scope of work.
9. It is assumed that a Construction Management Program (CMP) per the requirements of AC 150/5370-12B is not required for this project.



B. PROJECT SCHEDULE

The general anticipated project schedule is as follows:

- April 2026: Bid
- June-August 2026: Construction
- September-December 2026: Closeout

A detailed project schedule will be developed by the Contractor and reviewed for compliance with contract requirements.



Airport: Quillayute Airport
 Project: Pavement Rehabilitation and Gate Replacement Project
 Sponsor: City of Forks
 A.I.P. Grant Number: 3-53-0168-014-2025
 CWEC Project Number: TBD

4/8/26

SALARY COSTS						CWE TOTAL HOURS	CWE TOTAL LABOR COST (BILL RATE)
TASKS	Sr. Project Manager	Project Manager	EIT III	Senior Technician	Clerical		
1 PROJECT MANAGEMENT/ADMINISTRATION						130	\$ 24,540.00
1.1 Finalize Work Scope and Negotiate Contract	4	2	0	0	2	8	\$ 1,692.00
1.2 Prepare Fee Spreadsheet and Figures	0	2	0	0	0	2	\$ 400.00
1.3 Project Administration (6 months)	12	12	0	0	12	36	\$ 7,056.00
1.4 Prepare FY2026 Construction Grant Application	0	4	8	0	0	12	\$ 2,000.00
1.5 Coordinate Internal Project Team	6	12	0	0	0	18	\$ 3,948.00
1.6 Review and Coordinate Contractor's Project Schedule	2	0	2	0	0	4	\$ 816.00
1.7 Assist the Airport with Delphi Invoicing Spreadsheets and FAA Quarterly	4	8	0	0	4	16	\$ 3,152.00
1.8 Assist the Airport with DBE annual reporting	0	4	0	0	0	4	\$ 800.00
1.9 DBE Goal Updates	0	4	8	0	12	24	\$ 3,560.00
1.10 Conduct Ongoing Coordination Meetings	2	0	4	0	0	6	\$ 1,116.00
2 CONSTRUCTION MANAGEMENT & INSPECTION SERVICES						818	\$ 137,936.00
2.1 Perform Pre-Project Coordination	8	16	0	0	0	24	\$ 5,264.00
2.2 Organize, Conduct, and Attend Pre-Construction Conference	0	12	0	12	0	24	\$ 4,224.00
2.3 Mark Joint Repair, Crack Repair, and Surface Void Repair Areas	0	28	28	28	0	84	\$ 14,056.00
2.4 Prepare and Submit Weekly Inspection Reports (9 reports)	0	18	0	0	0	18	\$ 3,600.00
2.5 Provide On-Site Observation	0	0	0	342	0	342	\$ 51,984.00
2.6 Provide Off-Site Construction Engineering Support	0	16	38	0	0	54	\$ 8,900.00
2.7 Provide Project Manager Coordination	16	20	0	0	0	36	\$ 6,128.00
2.8 Conduct Weekly Construction Coordination Meetings	0	48	0	0	0	48	\$ 9,600.00
2.9 Answer Questions (RFI), Provide Clarifications, and Prepare Change O	8	16	20	0	0	44	\$ 8,264.00
2.10 Coordinate Closures and NOTAMS	0	2	0	0	0	2	\$ 400.00
2.11 Review Submittals (up to 12 submittals assumed)	0	12	24	0	0	36	\$ 6,000.00
2.12 Reconcile Quantities and Prepare Contractor Pay Estimates	4	8	0	12	0	24	\$ 4,456.00
2.13 Review Contractor Certified Payrolls	0	0	22	0	32	54	\$ 7,460.00
2.14 Conduct an inspection at Substantial Completion	0	16	0	0	0	16	\$ 3,200.00
2.15 Conduct a Final Completion Inspection	0	12	0	0	0	12	\$ 2,400.00
3 PROJECT CLOSEOUT						76	\$ 13,664.00
3.1 Prepare "Record" Drawings	0	12	24	0	0	36	\$ 6,000.00
3.2 Prepare FY2026 Construction Grant Final Closeout Report	8	16	16	0	0	40	\$ 7,664.00
Subtotal Hours						74	300
Labor Bill Rate (\$/hour)						\$ 258.00	\$ 200.00
Labor Rate Breakdown							
Direct Labor Rate (\$/hour)						\$ 84.49	\$ 65.50
Direct Salary Cost						\$ 6,252.50	\$ 19,649.58
Labor & General Administrative Overhead (%)						170.35%	
Labor & General Administrative Overhead (\$)						\$ 10,651.13	\$ 33,473.06
Subtotal Salary Costs (Direct Salary + OH)						\$ 16,903.63	\$ 53,122.65
Total Salary (Direct Salary + OH) Costs =						\$ 155,950.38	
Fixed Fee on Direct Salary Costs (%) =						35.00%	
Fixed Fee (Applied to Direct Salary Costs) =						\$ 20,189.62	
Total Labor (Direct Salary + OH+ Fixed Fee) Costs =						\$ 176,140.00	
DIRECT NON-SALARY COSTS							
	Quantity	Miles/Trip	Unit	Rate	Subtotal		
REIMBURSABLE EXPENSES							\$ 17,820.50
Fuel/Mileage - PM	9	350	Mile	\$ 0.725	\$ 2,283.750		
Fuel/Mileage - RPR	9	350	Mile	\$ 0.725	\$ 2,283.750		
Lodging	39		Day	\$ 235.00	\$ 9,165.000		
Meals	39		Day	\$ 92.00	\$ 3,588.000		
Plotting	1		Lump Sum	\$ 250.00	\$ 250.000		
Printing	1		Lump Sum	\$ 50.00	\$ 50.000		
Mailing	1		Lump Sum	\$ 50.00	\$ 50.000		
Telephone	1		Lump Sum	\$ -	\$ -		
Supplies	1		Lump Sum	\$ 150.00	\$ 150.000		
	Contract Value	Prime B&O (OH)% on Sub Fee	Prime OH Expense on Sub Fee	Prime OH Expense on Sub Fee	Subtotal		
SUBCONTRACTING EXPENSES							
N/A			\$ -	\$ -	\$ -		
			\$ -	\$ -	\$ -		
Subtotal Reimbursable Expenses						\$ 17,820.50	
Subtotal Subcontracting Expenses						\$ -	
Total Direct Non-Salary Costs						\$ 17,820.50	
TOTAL FEE FOR SERVICES						\$ 193,960.50	

****Add City Letterhead****

April 17, 2026

Craig Merchant, Project Manager
FAA Seattle Airports District Office
2200 S. 216th St.
Des Moines, WA 98198

Consultant Fee Approval Request

Sponsor: City of Forks
Airport: Quillayute Airport
Project: Pavement Rehabilitation and Gate Project – Phase 2 Construction Management

Dear Craig,

The City of Forks requests FAA approval of Century West Engineering to perform construction management services for the proposed Pavement Rehabilitation and Gate project in the amount of \$193,960.50.

A record of negotiations and the Consultant scope and fee are enclosed with this letter.

Please contact me if you have any questions.

Thank you,

****Add your signature block here****

William R. Fleck, City Attorney/Planner
City of Forks



Record of Negotiation - Architectural & Engineering Services

Date: April 17, 2026

Airport: Quillayute Airport

Job Title: Pavement Rehabilitation and Gate Project

Location: Forks, WA

AIP Grant #: 3-53-0168-014-2026

Airport Sponsor: City of Forks

1. The City of Forks approved selection of Century West Engineering from those consultants who submitted their qualifications at their council meeting on June 9, 2025.
2. The plans and specifications for the above referenced project were approved by FAA in a letter dated March 2, 2026, and the project was advertised for bids on March 11, 2026.
3. A draft scope of work for Pavement Rehabilitation and Gate Project – Phase 2 Construction Management was prepared by Century West and submitted to the City and FAA on March 7, 2026. The FAA did not provide comments on the draft scope, and the final scope of work was sent to FAA and City on March 19, 2026.
4. The City sent the IFE documents to Precision Approach Engineering (PAE) to prepare a detailed independent cost estimate for the project scope.
5. Century West Engineering submitted their fee proposal to the City for the work on April 10, 2026, as follows:

Construction Management Services:	\$193,960.50
-----------------------------------	--------------
6. A detailed independent cost estimate was prepared by Precision Approach Engineering, and was provided to the City on April 11, 2026, as follows:

Construction Management Services:	\$204,932.09
-----------------------------------	--------------
7. Century West's proposed fee of \$193,960.50 is within 10% of PAE's estimate of \$204,932.09, with PAE's fee being 5% higher.
8. The final Century West contract fee is \$193,960.50. The final fee proposal is considered reasonable by the Sponsor.
9. The Century West scope of work and final consultant's fee proposal, along with PAE's independent cost estimate are attached to this record of negotiation and hereby submitted to the ADO for a reasonableness of cost determination.
10. The negotiations were conducted in good faith to ensure the fees are fair and reasonable. The procedures outlined in AC 150/5100-14E, Change 1, have been followed.

Attachments:

1. Century West Engineering scope and fee proposal estimate
2. PAE's independent cost estimate

City of Forks Signature/Title:


Date:



MEMORANDUM

DATE: April 11, 2026

TO: William R. Fleck, City Attorney/Planner-City of Forks

FROM: Tracy May, PE 

SUBJECT: Independent Fee Evaluation Results

PROJECT: QUILLAYUTE AIRPORT - CITY OF FORKS
RUNWAY, TAXIWAY, AND APRON REHABILITATION (PHASE 2
CONSTRUCTION MANAGEMENT)
INDEPENDENT FEE ESTIMATE

PROJECT NO: FRK002-IFE

Precision Approach Engineering has completed the independent fee evaluation (IFE) for the above-referenced project. **Our opinion for the fee associated with this work is \$204,932.09.**

A breakdown of this fee is enclosed using the worksheet that was provided. Please note the following assumptions made in conjunction with preparing this IFE. If they are not consistent with assumptions made by the firm performing the work, a revision to our evaluation may be required.

- FY 2026 GSA Rates for the Clallam County area were used for mileage, per diem and lodging expense rates.
- All travel for the project was assumed to originate from the Precision Approach Engineering Bellingham, WA office.

Precision Approach Engineering appreciates the opportunity to assist the City of Forks with this Independent Fee Evaluation.

Please let me know if you have any questions.

Enclosures – IFE Worksheet (electronic Excel file)

TLM:tra



April 20, 2026

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

Bid Evaluation
City of Forks – Quillayute Airport
Pavement Rehabilitation and Gate Project
FAA AIP No. 3-53-0168-012-2025 / 3-53-0168-013-2025

Dear Mayor,

Bids for the above-mentioned project were opened on April 7, 2026, at 2:00 pm. Five bids were received. The low bid was received from Western United Civil Group (Western United).

We have reviewed Western United's bid and found it to be complete with no irregularities or arithmetic errors in their proposal. The bid was both responsive and responsible. This project does not have a DBE goal.

The basis of award for the project is Bid Schedule A: Runway Joint & Crack Repair, Gate Repairs. The bid received from Western United was in the amount of \$466,789.95 for Bid Schedule A, which is less than the engineer's estimate of \$735,276.30 for Bid Schedule A. The second-lowest bid received was from Interwest Construction, Inc. in the amount of \$483,432.90 for Bid Schedule A, which is approximately 3.6% above Western United's low bid.

Western United's bid for Schedules A through D, which covers all pavement repairs plus repair of the vehicle access gate is \$787,816.98. Their total bid including Additive Bid Schedule E which would replace the vehicle access gate rather than repairing it is \$795,961.98. A copy of the bid tabulation is enclosed.

We checked the Federal and State databases and found that neither Western United nor any of their listed subcontractors are debarred from performing Federal or State work. (A printout of the SAM.gov searches and the contractor's certification and licensing information from the Washington State Department of Labor and Industries is enclosed with this letter.)

Finally, we contacted Western United's references and received the following comments regarding their previous work:

- Western United has experience with Portland cement concrete (PCC) work, including concrete paving, curbs, and sidewalks.
- Working with Western United is a positive experience, and previous clients recommend Western United to others.
- Previous clients said they would feel comfortable and confident hiring Western United for the work proposed as a part of this project.



Based on this evaluation, we recommend that this project be awarded to Western United. We recommend awarding all bid schedules in the amount of \$795,961.98, with alternate Bid Schedule E for vehicle gate replacement to be performed if needed, once the viability of repairing the existing access gate has been determined.

Please contact me if you have any questions about our recommendation.

Sincerely,

A handwritten signature in black ink, appearing to read "Melanie Johansen".

Melanie Johansen, P.E.
Senior Project Manager

Cc: Craig Merchant, FAA

Encl.



Filter By

All Domains

Contracting

Federal Assistance

Entity Information

Federal Hierarchy

Wage Determinations

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#).

Simple Search

Search Editor

- Any Words
- All Words
- Exact Phrase

Search: "western united civil group"

Federal Organizations

Federal Organization

Status

- Active
- Inactive

Reset

No matches found

Your search did not return any results.

To view Entity Registrations, Subcontract Reports, Subaward Reports, you must sign in.

Sign In

Would you like to include inactive records in your search results?

Yes

Go Back

Contractors

WESTERN UNITED CIVIL GRP LLC

Owner or tradesperson	PO BOX 236
Principals	YACOLT, WA 98675
Thomas, Joshiah Elbur, PARTNER/MEMBER	360-450-7378
Resch, Michael Lester, PARTNER/MEMBER	CLARK County
Doing business as	
WESTERN UNITED CIVIL GRP LLC	
WA UBI No.	Business type
604 721 623	Limited Liability Company
	Governing persons
	JOSIAH
	THOMAS
	MICHAEL RESCH;

Registration

Verify the contractor's active registration / license / certification (depending on trade) and any past violations.

Construction Contractor	Active Meets current requirements.
-------------------------	--

License specialties
GENERAL

License no.
WESTEUC798PR

Effective — expiration
11/02/2021— 11/02/2027

L&I Contractor Registration:
1-800-647-0982 - Email: ContReg@Lni.wa.gov

Bond	
Old Republic Surety Co	\$30,000.00
Bond account no. YL15948520	
Received by L&I 04/07/2025	Effective date 06/01/2025
	Expiration date Until Canceled

Bond history

Insurance	
BITCO General Ins Corp	\$1,000,000.00
Policy no. CLP 3759309	
Received by L&I 06/13/2025	Effective date 06/15/2025
	Expiration date 06/15/2026

Insurance history

Savings
No savings accounts during the previous 6 year period.

Lawsuits against the bond or savings
No lawsuits against the bond or savings accounts during the previous 6 year period.

L&I Tax debts

No L&I tax debts are recorded for this contractor license during the previous 6 year period, but some debts may be recorded by other agencies.

License Violations

No license violations during the previous 6 year period.

Certifications & Endorsements

OMWBE Certifications

No active certifications exist for this business.

Apprentice Training Agent

No active Washington registered apprentices exist for this business. Washington allows the use of apprentices registered with Oregon or Montana. Contact the Oregon Bureau of Labor & Industries or Montana Department of Labor & Industry to verify if this business has apprentices.

Workers' Comp

Do you know if the business has employees? If so, verify the business is up-to-date on workers' comp premiums.

L&I Account ID
603,499-00

Account is current.

Doing business as

WESTERN UNITED CIVIL GROUP

Estimated workers reported

Quarter 4 of Year 2025 "21 to 30 Workers"

Workers' Comp Account Contact

T2 / IDA HAYNES (360) 902-6139 - Email: HAYN235@lni.wa.gov

Public Works Requirements

Verify the contractor is eligible to perform work on public works projects.

Required Training- Effective July 1, 2019

Exempt from this requirement.

Completed the training on 6/24/2021

Contractor Strikes

No strikes have been issued against this contractor.

Can this contractor bid on Public Works projects?

No debarments have been issued against this contractor.

Workplace Safety & Health

Check for any past safety and health violations found on jobsites this business was responsible for.

Inspection results date
01/02/2025

Violations

Inspection no.
317982612

Location
20th and Main street
Washougal, WA 98671

Inspection results date
04/16/2024

Violations

Inspection no.
317978900

Location
East Side of S Royal Rd
Ridgefield, WA 98642

Filter By

All Domains

Contracting

Federal Assistance

Entity Information

Federal Hierarchy

Wage Determinations

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#).

Simple Search

Search Editor

- Any Words
- All Words
- Exact Phrase

x

Federal Organizations

...

Status

- Active
- Inactive

Reset

No matches found

Your search did not return any results.

To view Entity Registrations, Subcontract Reports, Subaward Reports you must sign in.

Sign In

Would you like to include inactive records in your search results?

Yes

Go Back

Contractors

ALL AROUND FENCING LLC

Owner or tradesperson	PO Box 85
Principals	KELSO, WA 98626
Jennings, Tracy Ray, PARTNER/MEMBER	360-998-7536
Doing business as	COWLITZ County
ALL AROUND FENCING LLC	
WA UBI No.	Business type
605 616 030	Limited Liability Company

Registration

Verify the contractor's active registration / license / certification (depending on trade) and any past violations.

Construction Contractor	Active Meets current requirements.
-------------------------	--

License specialties

GENERAL

License no.

ALLARAF765RJ

Effective — expiration

12/11/2024— 12/11/2026

L&I Contractor Registration:

1-800-647-0982 - Email: ContReg@Lni.wa.gov

Bond

Lexon Ins Co	\$30,000.00
--------------	-------------

Bond account no.
9839327

Received by L&I
12/11/2024

Effective date
12/11/2024
Expiration date
Until Canceled

Insurance

Scottsdale Ins Co	\$1,000,000.00
-------------------	----------------

Policy no.
CPS8359040

Received by L&I
02/24/2026

Effective date
01/15/2026
Expiration date
01/15/2027

Insurance history

Savings

No savings accounts during the previous 6 year period.

Lawsuits against the bond or savings

No lawsuits against the bond or savings accounts during the previous 6 year period.

L&I Tax debts

No L&I tax debts are recorded for this contractor license during the previous 6 year period, but some debts may be recorded by other agencies.

License Violations

No license violations during the previous 6 year period.

Certifications & Endorsements

OMWBE Certifications

No active certifications exist for this business.

Apprentice Training Agent

No active Washington registered apprentices exist for this business. Washington allows the use of apprentices registered with Oregon or Montana. Contact the Oregon Bureau of Labor & Industries or Montana Department of Labor & Industry to verify if this business has apprentices.

Workers' Comp

Do you know if the business has employees? If so, verify the business is up-to-date on workers' comp premiums.

L&I Account ID
469,672-00

Account is current.

Doing business as

ALL AROUND FENCING LLC

Estimated workers reported

Quarter 4 of Year 2025 "4 to 6 Workers"

Workers' Comp Account Contact

T4 / CHAZ ROGERS (360) 902-6135 - Email: ROGY235@lni.wa.gov

Public Works Requirements

Verify the contractor is eligible to perform work on public works projects.

Required Training— Effective July 1, 2019

Completed the training on 2/28/2025

Contractor Strikes

No strikes have been issued against this contractor.

Can this contractor bid on Public Works projects?

No debarments have been issued against this contractor.

Workplace Safety & Health

Check for any past safety and health violations found on jobsites this business was responsible for.

No inspections during the previous 6 year period.



Filter By

All Domains

Contracting

Federal Assistance

Entity Information

Federal Hierarchy

Wage Determinations

Keyword Search

For more information on how to use our keyword search, visit our help guide

Simple Search

Search Editor

- Any Words
- All Words
- Exact Phrase

specialized pavement marking

Federal Organizations

Filter by organization

Status

- Active
- Inactive

Reset

No matches found

Your search did not return any results.

To view Entity Registrations, Subcontract Reports, Subaward Reports you must sign in.

Sign In

Would you like to include inactive records in your search results?

Yes

Go Back

Contractors

SPECIALIZED PAVEMENT MRKG LLC

Owner or tradesperson
Principals
PRICE, MARK ALLAN, PARTNER/MEMBER
EVERTON, ROBERT K. PARTNER/MEMBER

11095 SW INDUSTRIAL WAY
SUITE A
TUALATIN, OR 97062
503-885-0420

Doing business as
SPECIALIZED PAVEMENT MRKG LLC

WA UBI No.
602 001 003

Business type
Limited Liability Company

Governing persons
MARK
A
PRICE
HOWARD DAHILL;

Registration

Verify the contractor's active registration / license / certification (depending on trade) and any past violations.

Construction Contractor **Active**
Meets current requirements.

License specialties
GENERAL

License no.
SPECIPM781B9

Effective — expiration
11/19/2021— 11/19/2027

L&I Contractor Registration:
1-800-647-0982 - Email: ContReg@Lni.wa.gov

Bond

Swiss RE Corporate Solutions America
Insurance Corporation \$30,000.00

Bond account no.
2307260

Received by L&I Effective date
01/13/2025 01/07/2025

Expiration date
Until Canceled

Bond history

Insurance

Ace American Insurance Company \$1,000,000.00

Policy no.
HDOG4895828A

Received by L&I Effective date
09/30/2025 09/25/2025

Expiration date
09/25/2026

Insurance history

Savings

No savings accounts during the previous 6 year period.

Lawsuits against the bond or savings

No lawsuits against the bond or savings accounts during the previous 6 year period.

L&I Tax debts

No L&I tax debts are recorded for this contractor license during the previous 6 year period, but some debts may be recorded by other agencies.

License Violations

No license violations during the previous 6 year period.

Certifications & Endorsements

OMWBE Certifications

No active certifications exist for this business.

Apprentice Training Agent

Registered training agent. Check their eligible programs and occupations.

Workers' Comp

Do you know if the business has employees? If so, verify the business is up-to-date on workers' comp premiums.

L&I Account ID
002,815-01

Account is current.

Doing business as

SPECIALIZED PAVEMENT MARKING

Estimated workers reported

Pending current quarter filing

Workers' Comp Account Contact

T3 / LINDA ALGUIRE (360) 902-4678 - Email: POTH235@lni.wa.gov

Public Works Requirements

Verify the contractor is eligible to perform work on public works projects.

Required Training- Effective July 1, 2019

Exempt from this requirement.

Contractor Strikes

No strikes have been issued against this contractor.

Can this contractor bid on Public Works projects?

No debarments have been issued against this contractor.

Workplace Safety & Health

Check for any past safety and health violations found on jobsites this business was responsible for.

Inspection results date

08/06/2021

Violations

Inspection no.

317964101

Location

N 34th & Stone
Seattle, WA 98103

Inspection results date

03/12/2021

No violations

Inspection no.

317962291

Location

3102 B St Nw
Auburn, WA 98001

**** Add City letterhead****

April 21, 2026

Craig Merchant
Seattle Airports District Office
2200 S. 216th St
Des Moines, WA 98198

**Recommendation of Award
City of Forks – Quillayute Airport
Pavement Rehabilitation and Gate Project
FAA AIP No. 3-53-0168-012-2025 / 3-53-0168-013-2025**

Dear Craig,

Century West Engineering has reviewed the bid package received from Western United Civil Group for the Quillayute Airport Pavement Rehabilitation and Gate project. The package was found to be complete with no irregularities or arithmetic errors, and a recommendation of award to Western United Civil Group has been provided. The City of Forks feels the bid is reasonable based on the evaluation performed by our consultant, Century West Engineering. Please consider this as the City of Forks' recommendation as well.

The City of Forks requests the FAA's concurrence to award the contract to Western United Civil Group in the amount of \$795,961.98 (tax included) for all Bid Schedules.

If you have any questions or require any additional information, please do not hesitate to contact me.

Sincerely,

Tim Fletcher, Mayor
City of Forks

Bid Opening Date: April 7, 2028

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	Engineer's Estimate		Clark & Sons Excavating, Inc.		Combined Construction, Inc.		CR Contracting, LLC		Interwest Construction, Inc.		Western United Civil Group	
				UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
SCHEDULE A - BASE BID: Runway Joint & Crack Repair, Gate Repairs															
A-1	Mobilization	LS	1	\$140,000.00	\$140,000.00	\$ 79,000.00	\$ 79,000.00	\$ 200,000.00	\$ 200,000.00	\$ 79,500.00	\$ 79,500.00	\$ 28,000.00	\$ 28,000.00	\$ 70,000.00	\$ 70,000.00
A-2	Construction Safety and Phasing	LS	1	\$12,000.00	\$12,000.00	\$ 42,000.00	\$ 42,000.00	\$ 100,000.00	\$ 100,000.00	\$ 29,500.00	\$ 29,500.00	\$ 6,100.00	\$ 6,100.00	\$ 10,000.00	\$ 10,000.00
A-3	Reseal Existing Joint	LF	20,000	\$12.00	\$240,000.00	\$ 8.25	\$ 165,000.00	\$ 20.00	\$ 400,000.00	\$ 18.50	\$ 370,000.00	\$ 10.30	\$ 206,000.00	\$ 8.00	\$ 160,000.00
A-4	Crack Repair	LF	1,500	\$10.00	\$15,000.00	\$ 9.50	\$ 14,250.00	\$ 25.00	\$ 37,500.00	\$ 12.00	\$ 18,000.00	\$ 20.00	\$ 30,000.00	\$ 11.00	\$ 16,500.00
A-5	Pavement Markings	SF	11,150	\$5.00	\$55,750.00	\$ 7.00	\$ 78,050.00	\$ 3.00	\$ 33,450.00	\$ 2.50	\$ 27,875.00	\$ 2.00	\$ 22,300.00	\$ 2.50	\$ 27,875.00
A-6	Reflective Pavement Markings	SF	35,300	\$6.00	\$211,800.00	\$ 7.00	\$ 247,100.00	\$ 2.00	\$ 70,600.00	\$ 1.95	\$ 68,835.00	\$ 2.50	\$ 88,250.00	\$ 1.50	\$ 52,950.00
A-7	Repair Existing Vehicle Gate	EA	1	\$2,500.00	\$2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
A-8	Preparation of Existing Pavement	LS	1	\$0.00	\$0.00	\$ 42,250.00	\$ 42,250.00	\$ 50,000.00	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00	\$ 62,000.00	\$ 62,000.00	\$ 90,000.00	\$ 90,000.00
SUBTOTAL:				\$677,050.00	\$677,050.00	\$ 670,150.00	\$ 670,150.00	\$ 894,050.00	\$ 894,050.00	\$ 651,210.00	\$ 651,210.00	\$ 448,150.00	\$ 448,150.00	\$ 428,925.00	\$ 428,925.00
Washington State Sales Tax (8.6%)				\$ 58,226.30	\$ 58,226.30	\$ 57,832.90	\$ 57,832.90	\$ 76,888.30	\$ 76,888.30	\$ 56,004.06	\$ 56,004.06	\$ 38,282.90	\$ 38,282.90	\$ 36,964.95	\$ 36,964.95
TOTAL CONSTRUCTION COST:				\$735,276.30	\$735,276.30	\$ 727,982.90	\$ 727,982.90	\$ 970,938.30	\$ 970,938.30	\$ 707,214.06	\$ 707,214.06	\$ 486,432.90	\$ 486,432.90	\$ 466,789.95	\$ 466,789.95

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
SCHEDULE B - ADDITIVE BID 1: Taxiway Joint & Crack Repair															
B-1	Reseal Existing Joint	LF	26,000	\$12.00	\$312,000.00	\$ 8.25	\$ 214,500.00	\$ 20.00	\$ 520,000.00	\$ 18.50	\$ 481,000.00	\$ 8.80	\$ 228,800.00	\$ 7.50	\$ 195,000.00
B-2	Crack Repair	LF	2,000	\$10.00	\$20,000.00	\$ 9.50	\$ 19,000.00	\$ 25.00	\$ 50,000.00	\$ 12.00	\$ 24,000.00	\$ 12.80	\$ 25,600.00	\$ 8.00	\$ 16,000.00
B-3	Preparation of Existing Pavement	LS	1	\$0.00	\$0.00	\$ 28,000.00	\$ 28,000.00	\$ 60,000.00	\$ 60,000.00	\$ 65,000.00	\$ 65,000.00	\$ 40,000.00	\$ 40,000.00	\$ 45,000.00	\$ 45,000.00
SUBTOTAL:				\$332,000.00	\$332,000.00	\$ 281,500.00	\$ 281,500.00	\$ 640,000.00	\$ 640,000.00	\$ 670,000.00	\$ 670,000.00	\$ 394,400.00	\$ 394,400.00	\$ 266,000.00	\$ 266,000.00
Washington State Sales Tax (8.6%)				\$ 28,562.00	\$ 28,562.00	\$ 22,489.00	\$ 22,489.00	\$ 54,180.00	\$ 54,180.00	\$ 49,020.00	\$ 49,020.00	\$ 35,318.40	\$ 35,318.40	\$ 22,016.00	\$ 22,016.00
TOTAL CONSTRUCTION COST:				\$360,562.00	\$360,562.00	\$ 303,989.00	\$ 303,989.00	\$ 694,180.00	\$ 694,180.00	\$ 619,020.00	\$ 619,020.00	\$ 429,718.40	\$ 429,718.40	\$ 288,016.00	\$ 288,016.00

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
SCHEDULE C - ADDITIVE BID 2: Apron Joint & Crack Repair															
C-1	Reseal Existing Joint	LF	200	\$12.00	\$2,400.00	\$ 8.25	\$ 1,650.00	\$ 20.00	\$ 4,000.00	\$ 18.50	\$ 3,700.00	\$ 15.70	\$ 3,140.00	\$ 14.00	\$ 2,800.00
C-2	Crack Repair	LF	255	\$10.00	\$2,550.00	\$ 9.00	\$ 2,295.00	\$ 25.00	\$ 6,375.00	\$ 12.00	\$ 3,060.00	\$ 12.00	\$ 3,060.00	\$ 11.00	\$ 2,805.00
C-3	Preparation of Existing Pavement	LS	1	\$0.00	\$0.00	\$ 6,500.00	\$ 6,500.00	\$ 5,000.00	\$ 5,000.00	\$ 45,000.00	\$ 45,000.00	\$ 36,000.00	\$ 36,000.00	\$ 19,000.00	\$ 19,000.00
SUBTOTAL:				\$4,950.00	\$4,950.00	\$ 10,445.00	\$ 10,445.00	\$ 15,375.00	\$ 15,375.00	\$ 11,760.00	\$ 11,760.00	\$ 42,200.00	\$ 42,200.00	\$ 24,605.00	\$ 24,605.00
Washington State Sales Tax (8.6%)				\$ 425.70	\$ 425.70	\$ 898.27	\$ 898.27	\$ 1,322.25	\$ 1,322.25	\$ 4,451.56	\$ 4,451.56	\$ 3,629.30	\$ 3,629.30	\$ 2,116.03	\$ 2,116.03
TOTAL CONSTRUCTION COST:				\$5,375.70	\$5,375.70	\$ 11,343.27	\$ 11,343.27	\$ 16,697.25	\$ 16,697.25	\$ 16,211.56	\$ 16,211.56	\$ 45,829.30	\$ 45,829.30	\$ 26,721.03	\$ 26,721.03

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
SCHEDULE D - ADDITIVE BID 3: Pavement Surface Repairs															
D-1	Surface Void Repairs	SF	200	\$200.00	\$40,000.00	\$ 138.00	\$ 27,600.00	\$ 250.00	\$ 50,000.00	\$ 500.00	\$ 100,000.00	\$ 550.00	\$ 110,000.00	\$ 75.00	\$ 15,000.00
SUBTOTAL:				\$40,000.00	\$40,000.00	\$ 27,600.00	\$ 27,600.00	\$ 50,000.00	\$ 50,000.00	\$ 100,000.00	\$ 100,000.00	\$ 110,000.00	\$ 110,000.00	\$ 15,000.00	\$ 15,000.00
Washington State Sales Tax (8.6%)				\$ 3,440.00	\$ 3,440.00	\$ 2,373.60	\$ 2,373.60	\$ 4,300.00	\$ 4,300.00	\$ 8,600.00	\$ 8,600.00	\$ 9,460.00	\$ 9,460.00	\$ 1,290.00	\$ 1,290.00
TOTAL CONSTRUCTION COST:				\$43,440.00	\$43,440.00	\$ 30,973.60	\$ 30,973.60	\$ 54,300.00	\$ 54,300.00	\$ 108,600.00	\$ 108,600.00	\$ 119,460.00	\$ 119,460.00	\$ 16,290.00	\$ 16,290.00

ITEM NO.	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST	UNIT PRICE	TOTAL COST
SCHEDULE E - ALTERNATE BID 1: Replace Vehicle Gate*															
E-1	Replace Vehicle Gate	EA	1	\$20,000.00	\$20,000.00	\$ 24,122.00	\$ 24,122.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
SUBTOTAL:				\$20,000.00	\$20,000.00	\$ 24,122.00	\$ 24,122.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 65,000.00	\$ 8,000.00	\$ 8,000.00	\$ 10,000.00	\$ 10,000.00
Washington State Sales Tax (8.6%)				\$ 1,720.00	\$ 1,720.00	\$ 2,074.49	\$ 2,074.49	\$ 5,560.00	\$ 5,560.00	\$ 5,560.00	\$ 5,560.00	\$ 688.00	\$ 688.00	\$ 860.00	\$ 860.00
TOTAL CONSTRUCTION COST:				\$21,720.00	\$21,720.00	\$ 26,196.49	\$ 26,196.49	\$ 70,560.00	\$ 70,560.00	\$ 70,560.00	\$ 70,560.00	\$ 8,688.00	\$ 8,688.00	\$ 10,860.00	\$ 10,860.00

*If Alternate 1 is awarded, it will replace Bid Item A-7 in Schedule A - Base Bid.

Basis of Award (Bid Schedule A):	\$735,276.30	\$727,982.90	\$970,938.30	\$707,214.06	\$486,432.90	\$466,789.95
Total Bid Schedules A, B, C, D (all pavement repairs):	\$1,144,644.00	\$1,053,088.77	\$1,726,116.55	\$1,434,834.06	\$968,440.50	\$787,816.98
Total Bid (all schedules A through E):	\$1,163,648.00	\$1,076,570.26	\$1,793,990.55	\$1,502,709.06	\$974,413.50	\$795,961.98

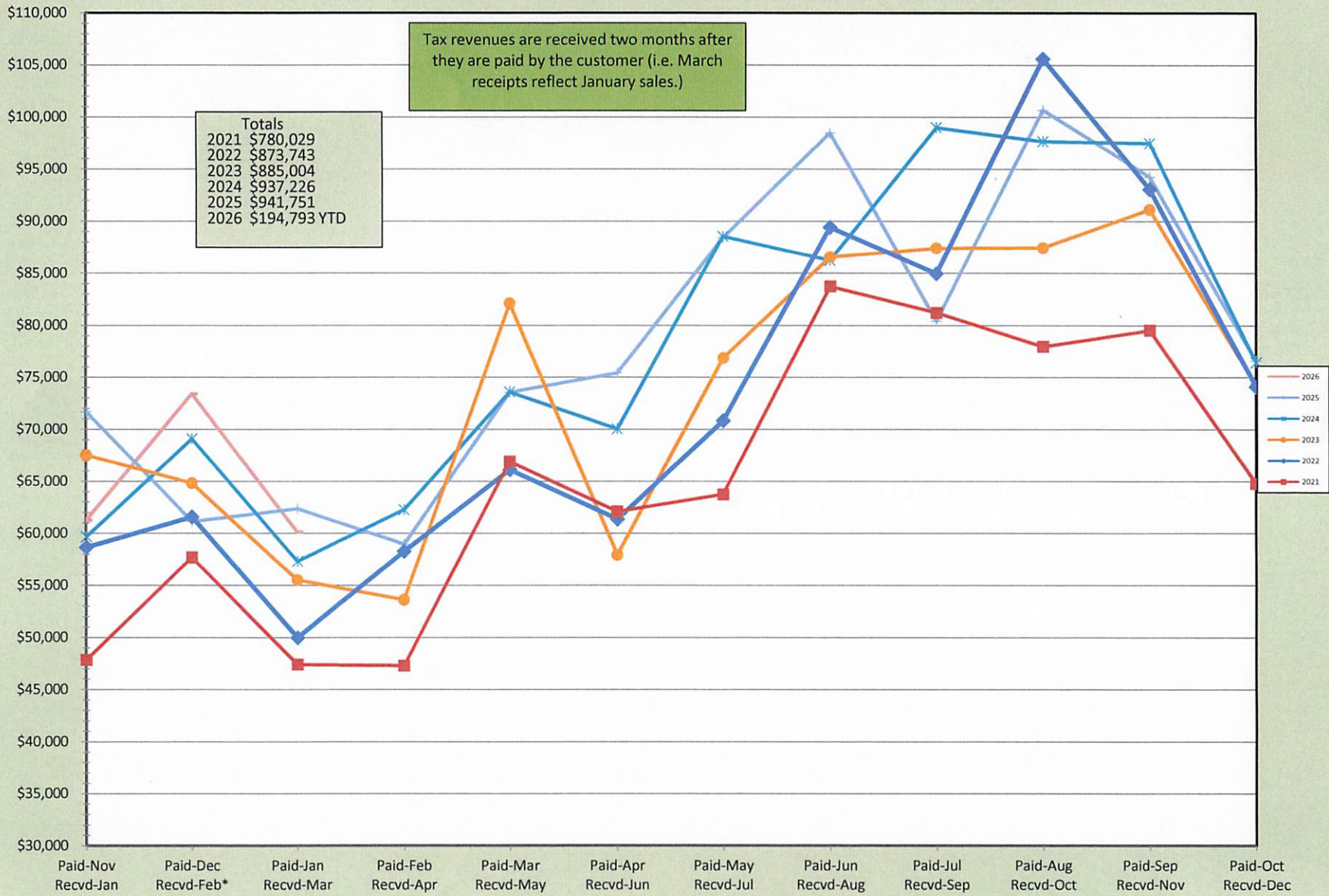
Bidder's Checklist						
1 Evidence of Competency						
2 Evidence of Financial Responsibility						
3 Proposal						
4 Addenda						
5 Letter of Intent (if applicable)						
6 Restrictions of Federal PW Projects						
7 Bidder's Certification						
8 Minimum Wage Compliance						
9 Buy America Certification						
10 Subcontractor Disclosure Form						
11 Bidder's List						
12 Bidder's Bond						
13 Power of Attorney						
14 Submitted on Time/Signed						

**CITY OF FORKS
SALES TAX COMPARISONS**

2023					
Month Collected	Month Received	Sales Tax	YTD	% Change Month	% Change Year
November	January	\$67,497	\$67,497	15.06	15.06
December	February	\$64,810	\$132,307	5.25	10.04
January	March	\$55,517	\$187,824	11.09	10.35
February	April	\$53,612	\$241,436	-7.98	5.67
March	May	\$82,100	\$323,536	24.24	9.84
April	June	\$57,945	\$381,481	-5.56	7.19
May	July	\$76,842	\$458,323	8.52	7.41
June	August	\$86,548	\$544,871	-3.18	5.57
July	September	\$87,390	\$632,261	2.89	5.19
August	October	\$87,427	\$719,688	-17.19	1.85
September	November	\$91,114	\$810,803	-2.09	1.39
October	December	\$74,201	\$885,004	0.18	1.29
2024					
Month Collected	Month Received	Sales Tax	YTD	% Change Month	% Change Year
November	January	\$59,686	\$59,686	-11.57	-11.57
December	February	\$69,078	\$128,764	6.59	-2.68
January	March	\$57,318	\$186,082	3.24	-0.93
February	April	\$62,263	\$248,345	16.14	2.86
March	May	\$73,569	\$321,914	-10.39	-0.50
April	June	\$70,037	\$391,952	20.87	2.74
May	July	\$88,515	\$480,467	15.19	4.83
June	August	\$86,226	\$566,693	-0.37	4.00
July	September	\$98,984	\$665,677	13.27	5.29
August	October	\$97,665	\$763,342	11.71	6.07
September	November	\$97,478	\$860,820	6.98	6.17
October	December	\$76,406	\$937,226	2.97	5.90
2025					
Month Collected	Month Received	Sales Tax	YTD	% Change Month	% Change Year
November	January	\$71,678	\$71,678	20.09	20.09
December	February	\$61,129	\$132,807	-11.51	3.14
January	March	\$62,352	\$195,159	8.78	4.88
February	April	\$58,956	\$254,116	-5.31	2.32
March	May	\$73,528	\$327,644	-0.06	1.78
April	June	\$75,421	\$403,064	7.69	2.84
May	July	\$88,396	\$491,461	-0.13	2.29
June	August	\$98,453	\$589,914	14.18	4.10
July	September	\$80,375	\$670,289	-18.80	0.69
August	October	\$100,676	\$770,965	3.08	1.00
September	November	\$94,218	\$865,183	-3.34	0.51
October	December	\$76,569	\$941,751	0.21	0.48
2026					
Month Collected	Month Received	Sales Tax	YTD	% Change Month	% Change Year
November	January	\$61,268	\$61,268	-14.52	-14.52
December	February	\$73,389	\$134,657	20.06	1.39
January	March	\$60,136	\$194,793	-3.55	-0.19
February	April		\$194,793	-100.00	-23.34
March	May		\$194,793	-100.00	-40.55
April	June		\$194,793	-100.00	-51.67
May	July		\$194,793	-100.00	-60.36
June	August		\$194,793	-100.00	-66.98
July	September		\$194,793	-100.00	-70.94
August	October		\$194,793	-100.00	-74.73
September	November		\$194,793	-100.00	-77.49
October	December		\$194,793	-100.00	-79.32

2026			2025	2025	2024	2024	2023	2023
	Sales Tax	YTD	% Change Month	% Change Year	% Change Month	% Change Year	% Change Month	% Change Year
January	\$61,268	\$61,268	-14.52	-14.52	2.65	2.65	-9.23	-9.23
February	\$73,389	\$134,657	20.06	1.39	6.24	4.58	13.24	1.78
March	\$60,136	\$194,793	-3.55	-0.19	4.92	4.68	8.32	3.71
April	\$0	\$194,793	-100.00	-23.34	-100.00	-21.56	-100.00	-19.32
May	\$0	\$194,793	-100.00	-40.55	-100.00	-39.49	-100.00	-39.79
June	\$0	\$194,793	-100.00	-51.67	-100.00	-50.30	-100.00	-48.94
July	\$0	\$194,793	-100.00	-60.36	-100.00	-59.46	-100.00	-57.50
August	\$0	\$194,793	-100.00	-66.98	-100.00	-65.63	-100.00	-64.25
September	\$0	\$194,793	-100.00	-70.94	-100.00	-70.74	-100.00	-69.19
October	\$0	\$194,793	-100.00	-74.73	-100.00	-74.48	-100.00	-72.93
November	\$0	\$194,793	-100.00	-77.49	-100.00	-77.37	-100.00	-75.98
December	\$0	\$194,793	-100.00	-79.32	-100.00	-79.22	-100.00	-77.99

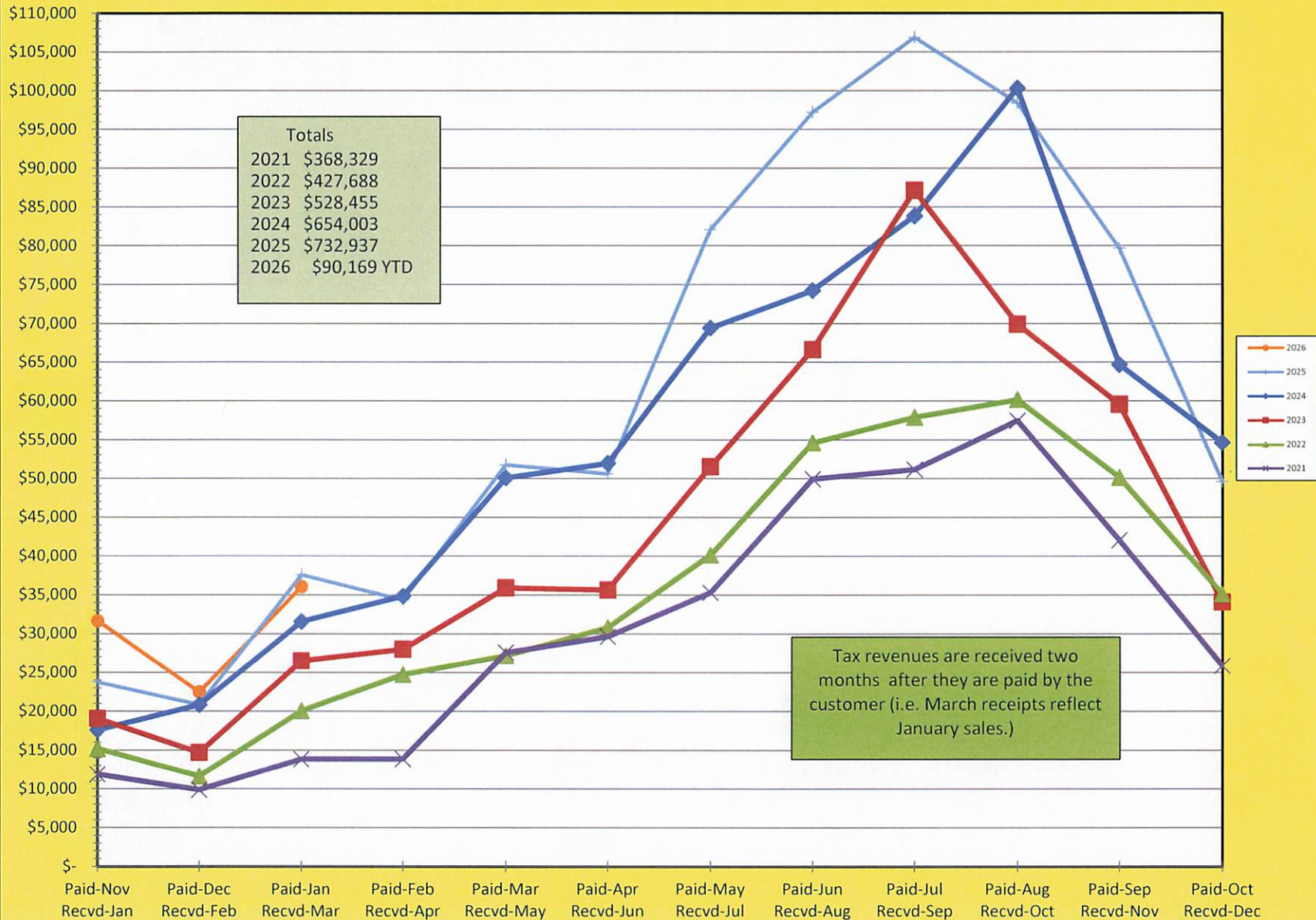
City of Forks Sales Tax Receipts



CITY OF FORKS LODGING TAX COMPARISONS

2023					
Month Collected	Month Received	Lodging Tax	YTD	% Change Month	% Change Year
November	January	\$19,062.47	\$19,062.47	25.60	25.60
December	February	\$14,673.91	\$33,736.38	26.12	25.82
January	March	\$26,494.31	\$60,230.69	32.00	28.47
February	April	\$27,981.59	\$88,212.28	13.08	23.15
March	May	\$35,900.21	\$124,112.49	32.04	25.60
April	June	\$35,609.87	\$159,722.36	15.61	23.23
May	July	\$51,502.75	\$211,225.11	28.32	24.43
June	August	\$66,612.64	\$277,837.75	22.00	23.84
July	September	\$87,112.29	\$364,950.04	50.43	29.29
August	October	\$69,883.08	\$434,833.12	16.13	26.98
September	November	\$59,562.27	\$494,395.39	18.76	25.93
October	December	\$34,059.84	\$528,455.23	-2.93	23.56
2024					
Month Collected	Month Received	Lodging Tax	YTD	% Change Month	% Change Year
November	January	\$17,585.39	\$17,585.39	-7.75	-7.75
December	February	\$20,830.21	\$38,415.60	41.95	13.87
January	March	\$31,577.98	\$69,993.58	19.19	16.21
February	April	\$34,854.63	\$104,848.21	24.56	18.86
March	May	\$50,069.60	\$154,917.81	39.47	24.82
April	June	\$51,945.54	\$206,863.35	45.87	29.51
May	July	\$69,397.43	\$276,260.78	34.75	30.79
June	August	\$74,238.12	\$350,498.90	11.45	26.15
July	September	\$83,866.12	\$434,365.02	-3.73	19.02
August	October	\$100,345.73	\$534,710.75	43.59	22.97
September	November	\$64,657.54	\$599,368.29	8.55	21.23
October	December	\$54,634.72	\$654,003.01	60.41	23.76
2025					
Month Collected	Month Received	Lodging Tax	YTD	% Change Month	% Change Year
November	January	\$23,754.65	\$23,754.65	35.08	35.08
December	February	\$20,856.37	\$44,611.02	0.13	16.13
January	March	\$37,605.40	\$82,216.42	19.09	17.46
February	April	\$34,362.80	\$116,579.22	-1.41	11.19
March	May	\$51,761.45	\$168,340.67	3.38	8.66
April	June	\$50,612.02	\$218,952.69	-2.57	5.84
May	July	\$82,133.36	\$301,086.05	18.35	8.99
June	August	\$97,253.12	\$398,339.17	31.00	13.65
July	September	\$106,880.53	\$505,219.70	27.44	16.31
August	October	\$98,444.58	\$603,664.28	-1.89	12.90
September	November	\$79,699.81	\$683,364.09	23.26	14.01
October	December	\$49,573.19	\$732,937.28	-9.26	12.07
2026					
Month Collected	Month Received	Lodging Tax	YTD	% Change Month	% Change Year
November	January	\$31,651.36	\$31,651.36	33.24	33.24
December	February	\$22,457.36	\$54,108.72	7.68	21.29
January	March	\$36,060.05	\$90,168.77	-4.11	9.67
February	April	\$0.00	\$90,168.77	-100.00	-22.65
March	May	\$0.00	\$90,168.77	-100.00	-46.44
April	June	\$0.00	\$90,168.77	-100.00	-58.82
May	July	\$0.00	\$90,168.77	-100.00	-70.05
June	August	\$0.00	\$90,168.77	-100.00	-77.36
July	September	\$0.00	\$90,168.77	-100.00	-82.15
August	October	\$0.00	\$90,168.77	-100.00	-85.06
September	November	\$0.00	\$90,168.77	-100.00	-86.81
October	December	\$0.00	\$90,168.77	-100.00	-87.70

City of Forks Lodging Tax Receipts



**City of Forks
2026 Building Permits**

Date Received	Permit #	Date Issued	Name	Project	Address of Job	Parcel Number	Construction Cost	Permit Fee (Includes \$25-C or \$6.50-R)	Receipt Number	Mobile Home New or Replace	R/C	Contractor
01/02/26	3722	01/05/26	Jack & Jillian Dahlgren	Abatement & Demolition of Single Family Home	1666 Bogachiel Way	132817230000	\$0	\$23.50	175522		R	Self
01/20/26	3723	01/23/26	Arian Goodson	Installation of Kitchen Hood	640 S Forks Avenue	132809601850	\$ 11,224.26	\$195.47	176268		C	Fire Chief Equipment
12/09/25	3724	01/23/26	Grandview Resources	General Construction of Restaurant	640 S Forks Avenue	132809601850	\$ 100,000.00	\$1,719.55	176272		C	Bear Creek Builders, LLC.
01/25/26	3725	01/27/26	Grandview Resources	Propane Tank and Gas Line Install	642 S Forks Avenue	132809601850	\$ 7,000.00	\$149.00	176341		C	Bear Creek Builders, LLC.
01/20/26	3726	01/27/26	Forks Timber Museum	250 Gallon Propane Tank Setup	451 N Forks Avenue	132816220200	\$ 2,964.00	\$104.60	176354		C	Ferrelgas
01/29/26	3727	01/29/26	Hugo Lucas	Double Wide Installation	561 Brower Street	132808580050	\$ 20,000.00	\$131.50	176367	New	R	Beyond 2000 Inc.
11/14/25	3728	01/30/26	QVSD	Installation of Baseball Field/Facility	261 Spartan Ave	132809140150	\$ 4,000,000.00	\$15,414.55	176384		C	TBD-Out for Bid
01/22/26	3729	02/02/26	Wayne Parker	Installation of Mobile Home	35 Amandas Way	132803439220	\$ -	\$131.50	176258	New	R	RND Construction
01/23/26	3730	02/03/26	Rainforest Mobile Home Park LLC.	Installation of Mobile Home	1205 S Forks Avenue	432816285797	\$ 60,000.00	\$156.50	176446	New	R	Jason Parafinuk
01/23/26	3731	02/03/26	Rainforest Mobile Home Park LLC.	Installation of Mobile Home	1206 S Forks Avenue	432816285797	\$ 60,000.00	\$156.50	176447	New	R	Jason Parafinuk
09/19/25	3732	02/03/26	Dew Drop Inn	Building new laundry room addition	100 Fern Hill Road	132809439090	\$ -	\$1,348.30	176453		C	TBD-Out for Bid
01/27/26	3733	02/04/26	Jacob Norstrom	Garage to ADU Conversion	390 W E Street	132809609040	\$ 8,600.00	\$141.60	176459		R	Self
02/12/26	3734	03/02/26	Olympic Lodging	Fire Sprinkler NFPA	100 Fern Hill Road	132809439090	\$ 13,824.00	\$353.75	177294		C	Empire Fire Protection
03/06/26	3735	03/13/26	Jason Parafinuk	Installation of Mobile Home	59 Amandas Way	132803439200	\$ 110,000.00	\$131.50	177782	New	R	Keith Gilles
02/16/26	3736	03/13/26	Kyle Gaddy	Installing push piers to stabilize foundation	870 Sheriff's Hideaway	132808570208	\$ 24,500.00	\$323.00	177782		R	Groundworks
02/23/26	3737	03/26/26	Rainforest Mobile Home Park LLC.	Installation of Mobile Home	1205 S Forks Avenue #24	432816285797	\$ 60,000.00	\$125.00	178172	New	C	Jason Parafinuk
03/30/26	3738	03/30/26	Mark Raben	Structure Demolition	730 S Forks Ave	132809601706	\$ -	\$23.50	178192		R	Scott Swagerty
					1st Quarter Total		\$4,478,112.26	\$20,629.32				

City of Forks Jail Statistics
January 1, 2026 through March 31, 2026

JAIL STAFF	HIRE DATE	
Sgt. Lex Prose	9/28/2008	
Officer Ryan Johansen	9/17/2020	
Officer Daniel Cruz	3/16/2021	
Officer Saydie Peterson	4/2/2023	
Officer Miranda Tyree	4/22/2024	
TOTAL BOOKINGS 2026	74	TOTAL BOOKINGS 2025 44
Males	52	33
Females	20	9
Not specified	2	2
AVERAGE DAILY POPULATION 2026	7	AVERAGE DAILY POPULATION 2025 6
Males	6	5
Females	1	1
		2025
2026 AVERAGE LENGTH OF STAY		8 Days
2026 AVERAGE AGE		41 Years Old
2026 HIGHEST ONE-DAY POPULATION	12 Days	10 Days
2026 LOWEST ONE-DAY POPULATION	4 Days	4 Days
INMATES WITH MENTAL HEALTH ISSUES (held for reasons not associated with mental health)		
2026		2025
1 For 92 Days		1 For 15 Days
1 For 36 Days		1 For 27 Days
1 For 36 Days		
1 For 16 Days		
1 For 4 Days		
1 For 2 Days		
1 For 1 Days		
2026 JAIL INCIDENTS REPORTED BY OFFICERS THIS PERIOD		
		2025: 9 Incidents
ASSAULT OF AN OFFICER		0
ATTEMPTED SUICIDE	2	0
DISORDERLY		0
ESCAPE		0
FIGHTING		0
INAPPROPRIATE BEHAVIOR		3
MEDICAL	1	0
MENTAL HEALTH		1
MINOR INFRACTION		0
OTHER	7	5
POSSESSION OF CONTRABAND		0
URINE ANALYSIS	1	0

2026 BOOKINGS BY AGENCY THIS PERIOD		2025
BAINBRIDGE ISLAND		0
BIA		0
BREMERTON		0
CLALLAM COUNTY	22	12
DOC	2	
ELMA		1
ELWHA		1
FORKS PD	34	18
HOH		0
LA PUSH PD	14	8
OCEAN SHORES PD	1	0
PORT ANGELES PD		0
PORT ORCHARD		2
POULSBO		0
SHELTON	1	1
WSP		0
MONTESANO		1

The total amount billed for January 1 through March 31, 2026 was \$30,295.16.

The total amount billed for January 1 through March 31, 2025 was \$24,727.16

Community Service, Work Release, Trustee Hours

An inmate who is eligible for Community Service earns additional time off their sentence for good behavior and has the freedom to work with Public Works personnel outside of the Jail. They are housed in a trailer behind the Jail as a reward. The trailer has ten bunks, a bathroom with shower, flat screen TV and microwave. They are also allowed to go outside within the fence line where they can play basketball during their off hours. Other inmates housed in the trailer are Work Release Inmates and Jail Trustees.

Between January 1 and March 31, 2026 trustees assisted Public Works personnel with 0 total man hours.

Between January 1 and March 31, 2025 trustees assisted Public Works personnel with 14 total man hours.

Eligible inmates pay \$15.00 per day for the privilege of Work Release. One subjects was on Work Release for the period January 1, 2026 through March 31, 2026. The subject worked 30 days at \$15 dollars a day for a total of \$450.00. Two subjects were on work release during the period January 1, 2025 through March 31, 2025 for a total income of \$0.00. This program allows eligible inmates to maintain their job while serving their sentence. There is no credit for good behavior on this program.

Forks Jail does allow Offenders the option to pay to stay if they so choose to do so here at the Forks Jail. It Does require a court order for controlling jurisdiction. Ther Offender Must pay a daily rate of \$65.76 up front. This sometimes allows offenders to stay closer to family or established resources. Forks Jail had one subject pay to stay from January 2nd through March 1st for a total of \$3,814.08

Jail Trustees are the inmates who keep the Jail clean and sanitary and prepare all meals. They help with maintenance in the Jail to include mowing and weed-eating the grounds. There are two shifts of Trustees, a day shift and a night shift.

Forks Chamber of Commerce Visitor Center Count

1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
151	225	119	151	124	102	183	80	78	96	86	145	2,003	2,087	1,274	1,062	1,052	855	960	863	975	883	1,042	886	901	1,408	1,753	1,393	2,587	3,161	
FEB	324	349	145	232	298	106	157	112	162	91	103	257	2,164	2,192	1,650	1,668	1,074	864	1,238	1,510	1,236	1,238	622	1,098	828	1,930	2,238	2,103	3,052	
MAR	321	616	360	347	484	247	271	210	336	768	282	464	3,934	4,519	2,993	2,138	2,335	1,833	1,678	2,033	2,005	1,919	2,039	685	1,858	3,141	3,244	4,096	5,131	
APR	669	734	726	845	623	507	332	343	329	384	508	680	4,861	5,246	3,321	2,922	2,552	2,075	2,811	2,642	2,404	2,105	0	2,276	3,284	3,680	4,746	5,130	5,970	
MAY	1,075	1,226	1,164	866	488	645	407	388	442	530	557	1,309	5,308	5,308	3,360	2,889	3,272	2,536	2,670	3,664	3,145	3,327	3,518	0	4,185	3,928	5,341	6,390	7,979	
JUN	1,878	1,888	1,652	1,188	1,075	873	807	596	553	581	1,272	1,731	8,312	9,287	5,431	4,818	5,155	4,128	5,048	5,849	5,346	5,464	5,230	1,754	6,466	7,259	9,299	10,153	12,540	
JUL	3,905	2,783	2,717	2,010	2,116	2,040	1,306	1,005	1,070	1,366	2,729	3,546	16,550	16,550	8,894	8,606	9,008	7,075	7,496	8,275	8,456	8,766	7,611	4,450	9,598	10,827	12,824	14,126	15,786	
AUG	4,146	3,832	2,906	2,603	2,484	2,066	1,158	1,399	1,515	2,780	4,186	13,605	14,645	8,234	7,747	8,262	6,569	7,505	7,190	7,631	7,510	6,931	5,588	8,211	9,037	10,265	12,433	13,143	15,135	
SEP	1,872	1,872	2,238	1,388	1,042	926	784	650	640	1,026	1,527	1,969	5,337	5,978	4,046	4,377	4,413	4,079	4,849	4,673	5,302	5,652	4,528	3,669	5,382	7,129	7,195	9,764	10,135	
OCT	916	769	651	453	310	464	317	351	350	374	550	1,252	3,499	2,598	2,282	1,844*	1,565	2,005	2,215	2,299	2,371	2,261	2,532	2,576	4,121	4,885	6,058	7,741	7,741	
NOV	388	241	189	167	174	132	116	128	142	72	178	193	2,935	1,749	2,121	1,780	1,120	1,078	1,108	1,308	1,269	1,300	1,138	2,102	2,618	2,950	3,956	5,291	5,291	
DEC	204	119	162	128	117	82	174	74	83	83	218	1,284	2,540	1,825	1,657	1,310	891	987	949	1,104	1,022	950	904	1,262	1,555	2,666	2,923	2,923	2,923	
Total	15,849	14,604	13,029	10,128	9,335	8,108	6,047	5,195	5,575	6,386	10,295	18,736	69,975	72,885	45,579	41,599	40,978	33,512	37,615	41,340	41,360	41,856	38,124	22,704	45,645	56,237	65,506	78,019	90,489	12,183

Total visitors that have signed our guest book since Twilight was published on October 5, 2005 911,023

* Olympic National Park closed due to Government shutdown October 1st - 16th, 2013

* Government Shutdown

*** COVID-19 SHUT DOWN March 16 - May 31, 2020

Kalaloch Visitor Center Count

2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
\$83,866	\$84,561	\$88,492	\$88,469	\$94,198	\$123,775	\$133,585	\$150,092	\$139,609	\$136,868	\$133,255	\$136,614	\$151,115	\$169,588	\$192,895	\$211,511	\$253,729	\$198,110	\$368,329	\$427,688	\$528,455	\$654,003	\$732,937	2026	
1995	2000	2006	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026				
\$295,000	\$321,067	\$353,837	\$405,195	\$432,869	\$531,246	\$452,845	\$428,624	\$473,387	\$446,122	\$479,350	\$486,162	\$517,065	\$588,510	\$620,463	\$780,029	\$873,743	\$885,004	\$937,226	\$941,751	2026				

Sales Taxes received by City of Forks:

Construction projects: School, Clinic, Housing)

16283 17734 17042 11418 14285 15056 12415 7526 12871 12995

THIRD SECOND FIRST

Min. Read:

Board Members Present - E. Mann, D. Huggins, A. Foster

City Members: N/A

Public: N/A

Subjects Discussed:

- Proposed Pros-Plan ; marked up & returned to contractor & city representatives.
- Motion to approve utilizing donated funds to the park to match city funds to pay for Beckwith Contractings master plan & additional ~~budget~~ in the amount of \$30,000 -
 - all present members approve motion.
- Motion to ~~approve~~ ^{complete grant} application for RCO WWRP Local grants.
 - all present members approve motion

Meeting Adjourned
1830

April 17th 2026

Meeting Minutes

Park Board- Special Meeting

RE: WWRP Local Parks Grant Scope

Attendees: Annie Foster, David Hurn, Drew Huggins, Elliot Mann, Tom Beckwith (Beckwith Consulting Group)

Discussion Items:

Viable Scope for WWRP Local Parks Grant Application

What is the most viable scope of work for the grant application?

Two options:

- 2-5 age play area, self-contained closest in scope to grant budget cap
- Swings, exercise equipment, general site improvements

Recommendation is to utilize grant funds to complete the 2-5 play area as a phase 1 of the playground project.



WASHINGTON STATE
PUBLIC WORKS BOARD
INFRASTRUCTURE IS FUNDAMENTAL

Box 42525 • Olympia, WA 98504-2525
www.pwb.wa.gov

April 14, 2026

Mayor Tim Fletcher
City of Forks,
500 E. Division St
Forks, WA 98331
Sent via email

RE: PUBLIC WORKS BOARD PRE-CONSTRUCTION AWARD LETTER

Dear Mayor Fletcher,

Thank you for submitting a Public Works Board Pre-Construction funding application for consideration by the Public Works Board (Board). Congratulations, your General Sewer/Wastewater Facility Plan project has been selected for an award of \$100,000 in loan funding and \$100,000 in grant funding. Our office has completed the underwriting for this project, and the interest rate is 0.53% with a loan term of 5 years.

The Board approved your pre-construction application at their April 3, 2026, board meeting. The approval date is the award date. Any eligible costs incurred from this date forward are reimbursable.

The Governor's Executive Order 21-02 requires projects funded through appropriations in the State's Capital Budget to be reviewed prior to any ground-disturbing activities and the expenditure of any state funds for construction, demolition, or acquisition.

Your contract will be emailed to you for signature using DocuSign once your scope of work and milestones are approved. Applicants must fully execute contracts within six months of receipt.

Once again, thank you for applying to the Public Works Board. Please contact your Project Manager, Tammy Mastro by email at tammy.mastro@commerce.wa.gov if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'SR' followed by a horizontal line.

Sheila Richardson
PWB Interim Executive Director
(564) 999-1927

cc: Paul Hampton, Public Works Director



April 22nd, 2026

To: Our Valued Waterworks Partners

RE: Incremental April Price Increase

Tyler Union is announcing an approximate 10% price increase for import fittings and accessories effective Monday May 11th.

This increase will be in the form of a 6-point multiplier change for all markets, excluding Utah, which will remain unchanged. New multipliers will apply to MJ, Flange and push-on fittings, and will include all coatings and linings.

All annual municipal bid contracts will be honored per the terms of the contract. Jobs quoted prior to today's announcement will be honored per the terms of the quote – not to exceed June 30th –provided orders for immediate release have been received on or prior to that date.

We value your business and our relationship. As always, we are committed to providing you quality products at competitive prices.

If you have any questions regarding this announcement, please contact your local Tyler Union Territory Manager. We look forward to continuing to work together to provide you and the waterworks industry with quality products and service.

Sincerely,

A handwritten signature in black ink, appearing to read 'Aj Hill', is written over a light grey circular watermark.

National Sales Manager



CORPORATE HEADQUARTERS: 600 CROSS POINTE BLVD . EVANSVILLE, IN 47715 . TELEPHONE (812) 428-9300
PLANT: 223 MAURIN ROAD . CHEHALIS WASHINGTON 98532 . TELEPHONE (360) 740-0700

April 23, 2026

Subject: Urgent: Price Increase Notification – Effective April 24, 2026

To our valued partners,

Due to ongoing disruptions in the resin market, resin costs have risen significantly across the globe. While Cresline sources its PVC resin from domestic producers, we have seen a significant spike in our raw material costs.

As a result, Cresline – Northwest will increase prices for PVC pipe on **Friday, April 24, 2026**. The new price sheet is attached and supersedes all previous versions.

Pre-Increase Order Policy:

- **Order Limit:** To ensure we can serve all our customers fairly, pre-increase orders are limited to 1/24th (two weeks) of your annual purchase volume.
- **Deadline:** Pre-increase orders must be submitted by the close of business on **Friday, April 24, 2026**, no exceptions will be granted.
- **Terms:** All pre-increase orders will be processed for immediate shipment. No further price protection will be offered.

Please note: Orders placed after the April 24 deadline will be billed at the new price sheet rates.

We value your loyalty and appreciate your understanding during these market shifts.

Thank you for your continued partnership.

Sincerely,

Cresline – Northwest Team