

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

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

0:00 Mayor Fletcher led the Pledge of Allegiance and then called the meeting to order at 7:30 p.m.

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

0:39 **Motion** to approve the agenda as presented by Soha, second Patel, motion carried.

PUBLIC COMMENT

1:24 Rob Nelson, President West End Thunder, said races would be held at the weekend, and thanked City staff for making the races possible.

1:53 Jessi Olson read from a prepared request for the gate at the Tillicum Park ballfields to be unlocked and that she would like crosswalk signals to be installed at all crosswalks on Forks and Spartan Avenues.

5:00 Deborah Gaydeski reminded Council they were elected by the community to serve the community, and then said the speeding and jay walking in town is out of control, making streets unsafe, especially for pedestrians, and that she wants people to be held accountable.

9:16 Lissy Andros, Executive Director Forks Chamber of Commerce, said she has seen some of the most aggressive, intentionally dangerous behavior and driving ever at the stoplight, and that she has begun recording this behavior. She then read from a prepared statement regarding a Chamber of Commerce donation of \$3,667 for the purchase and installation of a radar feedback sign at the south end of Forks Avenue. Finally, she informed those present the July 25 Movie in the Park has been changed to Jurassic Park, and said the Public Works crew did a great job with barriers for Moonlight Madness.

ACTION ITEMS

1. Council Meeting Minutes

13:51 **Motion** to approve minutes from the June 22, 2026 Regular Meeting by Soha, second Pearson, motion carried.

2. Expenditures

14:09 **Motion** to approve manual check 45895 in the amount of \$11,550.64, manual check 45961 in the amount of \$440.00, payroll checks 45896 through 45915 in the amount of \$156,932.57, claim checks 45917 through 45960 and EFTs as included in the total amount of \$109,825.17, and travel checks 3786 through 3794 in the amount of \$494.00 by Patel, second Pearson.

15:07 Pearson asked about the increase in sanitation costs. Clerk/Treasurer DePew said they were due to the 4th of July celebration and the addition of portable toilets at the ballfields.

15:23 Motion carried.

3. Six-Year Street Plan 2027-2032

A. Public Hearing

15:47 Mayor Fletcher opened the public hearing at 7:46 p.m.

16:05 Lissy Andros said she would like stop signs installed at Merchant Rd and Calawah Way and Bogachiel Way and Forks Ave, and that she hopes to see the speed limit at both ends of town reduced to 30 MPH.

17:11 Mayor Fletcher closed the public hearing at 7:47 p.m.

B. Resolution No. 539

17:48 **Motion** to approve Resolution No. 539 implementing the 2027-2032 Six-year Street Plan by Soha, second Patel.

17:56 Pearson asked Public Works Director Hampton about the Russel Rd and Trillium Ave Pavement Overlay Projects, which he explained. The absence of people who have been complaining about streets at the public hearing was noted by both Pearson and Hampton.

20:50 Soha explained, for those present, that the Street Plan does not apply to Forks Ave/Hwy 101, which falls under the purview of WSDOT, so does not address requests for crosswalks and speed reductions on that road. He then suggested a petition for these things be created and sent to WSDOT.

22:18 Motion carried.

4. Set MDNS Appeal Hearing for August 10, 2026

22:41 Attorney/Planner Fleck explained an appeal of the SEPA decision regarding the application for a Special Use Permit for 31 Sitka by Olympic Coast Rentals, LLC had been received.

23:01 **Motion** to set the MDNS appeal hearing for August 10, 2026 by Soha, second Patel, motion carried.

5. Set PROS Plan Public Hearing for August 10, 2026

23:17 Attorney/Planner Fleck provided procedural and other information regarding the PROS Plan.

24:33 **Motion** to set the public hearing on the PROS plan for August 10, 2026 by Soha, second Patel, motion carried.

6. Set Revised Zoning Code Public Hearing for August 10, 2026

24:42 Attorney/Planner Fleck provided procedural and other information regarding the revision of the zoning code.

26:10 **Motion** to set the public hearing on revisions to the zoning code for August 10, 2026 by Soha, second Patel, motion carried.

7. April 2026 Treasurer's Report

26:56 **Motion** to approve the April 2026 Treasurer's Report by Soha, second Patel, motion carried.

8. Acceptance Approval for Chamber of Commerce Donation

27:25 **Motion** to accept the \$3,667 donation from the Forks Chamber of Commerce for a radar feedback sign to be installed at the south end of town by Soha, second Patel, motion carried.

9. Approval of Riverside Sublease

28:01 Attorney/Planner Fleck explained the proposed sublease of an area of the Industrial Park currently leased to Riverside Forest Products USA Inc. by Riverside to the Port of Port Angeles, which would then lease it to SG Salvage until the end of the year.

29:20 **Motion** to allow Riverside to sublease a portion of the Industrial Park, currently leased by them to the Port of Port Angeles by Soha, second Pearson, motion carried.

10. Water Department Excavator Purchase Approval

29:47 Soha asked about the excavator. Public Works Director Hampton provided some details.

30:30 **Motion** to approve the purchase of a used excavator for \$58,000 by Soha, second Patel.

30:38 Pearson noted the excavator is probably worth around \$100,000. Some discussion ensued.

DISCUSSION ITEMS

1. 2027 Lodging Tax Process

31:41 Clerk/Treasurer DePew directed Council to the Application for Lodging Tax Funds in their notebooks, and said there have been requests to better inform the

community and Council about the process, as well as the way lodging tax applications are considered at budget time. She said she would like some suggestions for making the process work better. Discussion ensued.

2. Small Works Contracting Ordinance No. 694 Draft

36:33 Attorney/Planner Fleck explained the proposed ordinance, which would amend Forks Municipal Code Chapter 2.80 and the City's procurement process utilizing a small-works roster system. Discussion ensued.

3. Park Board Meeting Minutes for May 14, June 11, and July 9, 2026

Council reviewed minutes from the three Park Board meetings.

4. Reports

• Council Member Reports

43:22 **Council Member Patel** said he agrees with the comments on the traffic situation in town recently, and offered to match the Chamber of Commerce donation for a radar feedback sign as a member of the community, not a Council member.

44:24 **Council Member Soha** said the City and community need to continue to "make noise" regarding requests to WSDOT for speed reductions coming into town. He then noted the unexpected passing of Lyn Soloman.

45:49 **Council Member Pearson** told those present that Council appreciates hearing from the community regarding issues that matter to them. She also noted the passing of Lyn Soloman and Donny Engeseth, both of whom she described as great men in the logging industry, as well as young local serviceman Joseph Franklin. Finally, she said proceeds from this year's Whiskey, Women, & Wood will go to Cassie Contreras, who has been diagnosed with breast cancer.

• Staff Reports

48:37 **Clerk/Treasurer DePew** said the solar speed signs will arrive by Friday and be mounted by the Public Works crew. She then said she thought crosswalk signs might qualify for payment with lodging tax funds. Some discussion ensued.

50:30 **Public Works Director Hampton** referring to a suggestion by Jessi Olson for an electronic lock on the ballfield gate, he said electronic locks are effective but expensive and then explained the locking of the gate at the Tillicum Park ballfields is due to the garbage and even human excrement that has been found on the ballfields and the vandalism that has occurred there. He also encouraged the community to contact WSDOT regarding issues associated with Forks Ave/Hwy 101, and noted community safety is always a priority with the Street Plan.

54:58 **Police Chief Rowley** said he agrees there is a lot of speeding near and in the City, but doesn't think ticketing speeders is very effective. Rather, he said he thinks better informing those coming into town of speed changes would be more effective. He then thanked West End Thunder for providing shuttles from the

Whiskey, Women, & Wood event, and explained the information he needs from those making complaints about police officers and/or staff.

1:00:38 **Attorney/Planner Fleck** reported America's Rural Future will be holding a field hearing in mid-August in Port Angeles and Forks regarding opportunities and challenges with working with federal systems, and that there will be work on the Hoh River Bridge, to begin as early as July 14, that will reduce traffic to one lane with weight restrictions likely to follow the work. He said input from the community could go a long way in getting the bridge replaced one day.

1:05:16 • Mayor's Report

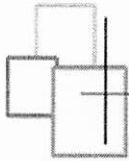
Mayor Fletcher said he will be working on some updates to verbiage in the Municipal Code, some of which hasn't been changed since 1946. He then reported the radar feedback signs will be coming online soon, and that signage on Forks Ave and definitely the traffic signal and crosswalk signals need to be updated. Some discussion ensued. Finally, he informed Council the town of Brookhaven, Connecticut had presented the City with a basket of their local goods, and that he would like to send something similar in return.

5. ADJOURNMENT

1:09:02 **Motion** to adjourn by Soha, second Patel, motion carried. Meeting adjourned at 8:39 p.m.

Tim Fletcher, Mayor

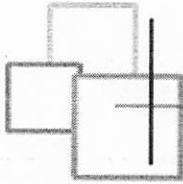
Caryn DePew, Clerk/Treasurer



Register

Number	Name	Fiscal Description	Amount
<u>45962</u>	AFLAC Remittance Processing	2026 - July - Second Council Date	\$21.00
<u>45963</u>	AWC Employee Benefit Trust	2026 - July - Second Council Date	\$392.50
<u>45964</u>	AWC Life Ins - Supplemental	2026 - July - Second Council Date	\$37.10
<u>45965</u>	Department of Employment Security	2026 - July - Second Council Date	\$192.84
<u>45966</u>	Dept of Labor & Industry	2026 - July - Second Council Date	\$2,703.64
<u>45967</u>	Dept of Retirement - Def Comp	2026 - July - Second Council Date	\$702.62
<u>45968</u>	Dept of Retirement - Def Comp - Roth	2026 - July - Second Council Date	\$60.38
<u>45969</u>	Dept of Retirement Systems-LEOFF	2026 - July - Second Council Date	\$2,892.37
<u>45970</u>	Dept of Retirement Systems-PERS 2	2026 - July - Second Council Date	\$5,058.53
<u>45971</u>	Dept of Retirement Systems-PERS 3	2026 - July - Second Council Date	\$610.12
<u>45972</u>	Dept of Retirement Systems-PSERS	2026 - July - Second Council Date	\$2,720.77
<u>45973</u>	Employment Security Dept - PFML	2026 - July - Second Council Date	\$778.23
<u>45974</u>	Teamsters Local 589	2026 - July - Second Council Date	\$263.00
<u>45975</u>	United Way	2026 - July - Second Council Date	\$38.00
<u>45976</u>	WA Cares	2026 - July - Second Council Date	\$419.88
<u>45977</u>	Washington State Support Registry	2026 - July - Second Council Date	\$317.00
<u>45978</u>	EFTPS	2026 - July - Second Council Date	\$23,093.17
<u>Direct Deposit Run -</u> <u>7/20/2026</u>	Payroll Vendor	2026 - July - Second Council Date	\$71,172.99

\$111,474.14



Fund Transaction Summary

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

Fund Number	Description	Amount
001	General Fund	\$61,016.10
101	Street	\$9,131.52
140	Lodging Tax Fund	\$7,192.40
150	Transit Center Fund	\$226.72
400	Water	\$21,926.95
402	Sewer	\$7,883.58
410	Airport/Industrial Park	\$4,096.87
	Count: 7	\$111,474.14

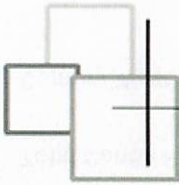
I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a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

Council Date : 2026 - July - Second Council Date

Vendor	Number	Reference	Account Number	Description	Amount
AWC Employee Benefit					
	45979			2026 - July - Second Council Date	
		072026/AWC Leoff1			
			Leoff 1-Rice		
			001-000-000-521-20-41-15	Rice	\$1,057.10
		Total 072026/AWC Leoff1			\$1,057.10
	Total 45979				\$1,057.10
Total AWC Employee Benefit					\$1,057.10
Baker Sterchi Coden & Rice					
	45980			2026 - July - Second Council Date	
		450986			
			Professional Services		
			001-000-000-515-31-41-00	Professional Services	\$175.00
		Total 450986			\$175.00
		464963B			
			Professional Services		
			001-000-000-515-31-41-00	Professional Services	\$175.00
		Total 464963B			\$175.00
		468598			
			Professional Services		
			001-000-000-515-31-41-00	Professional Services	\$1,715.00
		Total 468598			\$1,715.00
	471984				

Vendor	Number	Reference	Account Number	Description	Amount
			Professional Services		
			001-000-000-515-31-41-00	Professional Services	\$175.00
		Total 471984			\$175.00
	Total 45980				\$2,240.00
Total Baker Sterchi Coden & Rice					\$2,240.00
C.C. Auditor's Office					
	45981			2026 - July - Second Council Date	
		2026-3-VR			
			2026 Voter Reg. Fees		
			001-000-000-514-23-49-02	Intergovernmental Services	\$4,685.50
		Total 2026-3-VR			\$4,685.50
	Total 45981				\$4,685.50
Total C.C. Auditor's Office					\$4,685.50
Canon Fin Serv Inc					
	45982			2026 - July - Second Council Date	
		43553804			
			Copier Lease		
			001-000-000-515-31-31-00	Operating Supplies	\$33.36
			001-000-000-558-61-31-00	Operating Supplies	\$33.36
			101-000-000-542-31-31-00	Operating Supplies	\$100.08
			400-000-000-534-80-31-00	Operating Supplies	\$66.72
			402-000-000-535-80-31-00	Operating Supplies	\$66.72
			410-000-000-552-10-31-00	Operating Supplies	\$33.37
		Total 43553804			\$333.61
	Total 45982				\$333.61
Total Canon Fin Serv Inc					\$333.61
Century West Engineering Corp.					
	45983			2026 - July - Second Council Date	
		252281			
			Quil.AP Runway Rehab		
			412-000-000-594-46-63-01	Runway Improvements	\$2,374.38

Vendor	Number	Reference	Account Number	Description	Amount
		Total 252281			\$2,374.38
	Total 45983				\$2,374.38
Total Century West Engineering Corp.					\$2,374.38
Centurylink					
	45984		2026 - July - Second Council Date		
		072026/Centurylink			
		Telephones			
		001-000-000-514-23-42-00		Communications	\$139.97
		001-000-000-521-20-42-00		Communication	\$37.50
		001-000-000-523-61-42-00		Communication	\$37.50
		400-000-000-534-80-42-00		Communication	\$214.95
		402-000-000-535-80-42-00		Communication	\$244.67
		410-000-000-546-10-42-00		Communication	\$69.99
		Total 072026/Centurylink			\$744.58
	Total 45984				\$744.58
Total Centurylink					\$744.58
CenturyLink Business Services					
	45985		2026 - July - Second Council Date		
		792408542			
		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 792408542			\$627.77
	Total 45985				\$627.77
Total CenturyLink Business Services					\$627.77
Charm-Tex					
	45986		2026 - July - Second Council Date		
		0448398-IN			

Vendor	Number	Reference	Account Number	Description	Amount
			Inmate Clothing		
			001-000-000-523-61-31-08	Inmates Clothes	\$645.40
		Total 0448398-IN			\$645.40
	Total 45986				\$645.40
Total Charm-Tex					\$645.40
City Of Port Angeles					
	45987			2026 - July - Second Council Date	
		94023			
			3Q 2026 Pencom		
			001-000-000-521-20-42-13	911/Dispatch Service	\$10,450.00
		Total 94023			\$10,450.00
	Total 45987				\$10,450.00
Total City Of Port Angeles					\$10,450.00
Clallam County EDC					
	45988			2026 - July - Second Council Date	
		4849			
			2Q Prof. Services		
			410-000-000-552-10-41-00	Professional Services	\$2,250.00
		Total 4849			\$2,250.00
		4865			
			NRIC Grant Match		
			410-000-000-594-59-60-01	Industrial Park Upgrades	\$3,042.00
		Total 4865			\$3,042.00
	Total 45988				\$5,292.00
Total Clallam County EDC					\$5,292.00
Clallam County PUD					
	45989			2026 - July - Second Council Date	
		072026/PUD			
			PUD		
			001-000-000-512-52-47-00	PUD Services	\$305.77
			001-000-000-514-23-47-00	PUD Services	\$215.84

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-521-20-47-00	PUD Services	\$359.73
			001-000-000-523-61-47-00	PUD Services	\$413.68
			001-000-000-576-80-47-00	PUD Services	\$83.32
			001-000-000-576-80-47-00	PUD Services	\$57.51
			001-000-000-576-80-47-71	PUD Services	\$102.61
			001-000-000-576-80-47-72	PUD Services	\$97.60
			001-000-000-576-80-47-73	PUD Services	\$105.95
			101-000-000-542-31-47-00	PUD Services	\$198.29
			101-000-000-542-31-47-00	PUD Services	\$72.01
			101-000-000-542-31-47-00	PUD Services	\$721.03
			101-000-000-542-31-47-00	PUD Services	\$67.28
			150-000-000-547-10-47-01	PUD Services	\$244.45
			400-000-000-534-80-47-00	PUD Services	\$452.41
			400-000-000-534-80-47-00	PUD Services	\$251.81
			400-000-000-534-80-47-00	PUD Services	\$59.86
			400-000-000-534-80-47-41	PUD Services	\$856.92
			400-000-000-534-80-47-42	PUD Services	\$947.57
			400-000-000-534-80-47-44	PUD Services	\$351.44
			400-000-000-534-80-47-46	PUD Services	\$110.49
			402-000-000-535-80-47-00	PUD Services	\$89.93
			402-000-000-535-80-47-50	PUD-Biosolids Bldg	\$950.17
			402-000-000-535-80-47-51	PUD-Pump Station	\$121.73
			402-000-000-535-80-47-52	PUD-Lab	\$2,451.63
			410-000-000-546-10-47-00	PUD Services	\$117.25
			410-000-000-552-10-47-00	PUD Services	\$161.88
			410-000-000-552-50-47-00	PUD Services	\$351.62
			410-000-000-575-50-47-00	PUD Services	\$305.28
			412-000-000-546-10-47-00	PUD Services	\$120.15
			412-000-000-546-10-47-00	PUD Services	\$55.49
			412-000-000-546-10-47-00	PUD Services	\$62.83
		Total 072026/PUD			\$10,863.53
	Total 45989				\$10,863.53
Total Clallam County PUD					\$10,863.53

Vendor	Number	Reference	Account Number	Description	Amount
Data Works Plus, LLC	45990			2026 - July - Second Council Date	
		26-1432			
				Windows Upgrade for Live Scan	
			001-000-000-523-61-41-00	Professional Services	\$425.00
		Total 26-1432			\$425.00
	Total 45990				\$425.00
Total Data Works Plus, LLC					\$425.00
Enterprise FM Trust					
	072026/Enterprise EFT			2026 - July - Second Council Date	
		070326			
				Vehicle Leases	
			001-000-000-594-14-66-03	2020 Nissan Rogue	\$30.49
			001-000-000-594-76-66-01	2020 Toyota Tacoma 71023D-GL	\$52.97
			101-000-000-594-42-66-06	2020 Ford F550	\$105.94
			101-000-000-594-42-66-06	2020 Ford F550	\$305.50
			101-000-000-594-42-66-07	2020 Toyota Tacoma 71021D - JC	\$52.97
			400-000-000-594-34-66-03	2020 Nissan Rogue	\$49.68
			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	\$73.04
			400-000-000-594-34-66-10	2020 Toyota Tacoma 710210D - JC	\$105.92
			402-000-000-594-35-66-03	2020 Nissan Rogue	\$16.94
			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	\$15.81
			410-000-000-594-52-66-04	2020 Toyota Tacoma 741021D - JC	\$105.94
		Total 070326			\$3,559.44
	Total 072026/Enterprise EFT				\$3,559.44
Total Enterprise FM Trust					\$3,559.44
Ferguson Enterprises, Inc.					

Vendor	Number	Reference	Account Number	Description	Amount
	45991		2026 - July - Second Council Date		
		0124388			
			Inventory Parts		
			400-000-000-534-80-34-00	Inventory	\$1,718.47
		Total 0124388			\$1,718.47
		0124388-1			
			Supplies		
			400-000-000-534-80-31-00	Operating Supplies	\$84.98
		Total 0124388-1			\$84.98
	Total 45991				\$1,803.45
Total Ferguson Enterprises, Inc.					\$1,803.45
General Code, LLC					
	45992		2026 - July - Second Council Date		
		GC00135634			
			Annual Fees		
			001-000-000-515-31-31-00	Operating Supplies	\$128.69
			001-000-000-558-61-31-00	Operating Supplies	\$128.69
			400-000-000-534-80-31-00	Operating Supplies	\$257.30
			410-000-000-552-10-31-00	Operating Supplies	\$257.31
		Total GC00135634			\$771.99
	Total 45992				\$771.99
Total General Code, LLC					\$771.99
GoldRock Invt. LLC					
	45993		2026 - July - Second Council Date		
		973SP331-0002			
			RAC Floor Refinishing		
			304-000-000-594-75-60-00	RAC Capital Improvements	\$4,081.10
			410-000-000-594-75-60-00	RAC Capital Improvments	\$4,081.09
		Total 973SP331-0002			\$8,162.19
	Total 45993				\$8,162.19
Total GoldRock Invt. LLC					\$8,162.19

Vendor	Number	Reference	Account Number	Description	Amount
Hugo Maquibar Lucas Perez	45994			2026 - July - Second Council Date	
		002			
			Interpreter Services		
			001-000-000-512-52-41-03	Interpreter	\$195.00
		Total 002			\$195.00
	Total 45994				\$195.00
Total Hugo Maquibar Lucas Perez					\$195.00
ICC	45995			2026 - July - Second Council Date	
		Q15.00045251			
			Membership		
			001-000-000-558-50-49-01	Dues	\$180.00
		Total Q15.00045251			\$180.00
	Total 45995				\$180.00
Total ICC					\$180.00
Inslee Best	45996			2026 - July - Second Council Date	
		456931			
			Legal Services		
			001-000-000-515-31-41-00	Professional Services	\$870.63
			001-000-000-558-61-41-00	Professional Services	\$6,848.32
			150-000-000-547-10-41-00	Professional Services	\$175.00
			410-000-000-552-10-41-00	Professional Services	\$366.05
		Total 456931			\$8,260.00
	Total 45996				\$8,260.00
Total Inslee Best					\$8,260.00
Jackson Civil Engineering, LLC	45997			2026 - July - Second Council Date	
		0032-04-06			
			E St Const. Engineering		

Vendor	Number	Reference	Account Number	Description	Amount
			301-000-000-595-30-00-08	TIB E Street	\$1,790.00
		Total 0032-04-06			\$1,790.00
		0032-GEN-05			
			Title IX		
			101-000-000-542-31-41-00	Professional Services	\$980.00
		Total 0032-GEN-05			\$980.00
	Total 45997				\$2,770.00
Total Jackson Civil Engineering, LLC					\$2,770.00
Jerry's Small Engines					
45998				2026 - July - Second Council Date	
		072026/Jerry's			
			Supplies		
			001-000-000-576-80-35-00	Equipment < 4000	\$605.86
			101-000-000-542-31-31-00	Operating Supplies	\$97.69
			101-000-000-542-31-31-00	Operating Supplies	(\$45.50)
			101-000-000-542-31-31-00	Operating Supplies	\$58.32
			101-000-000-542-31-31-00	Operating Supplies	\$107.35
			101-000-000-542-31-31-00	Operating Supplies	\$137.81
			400-000-000-534-80-31-00	Operating Supplies	\$26.99
			402-000-000-535-80-31-00	Operating Supplies	\$8.63
			402-000-000-535-80-31-00	Operating Supplies	\$97.69
		Total 072026/Jerry's			\$1,094.84
	Total 45998				\$1,094.84
Total Jerry's Small Engines					\$1,094.84
Lexipol, LLC					
45999				2026 - July - Second Council Date	
		INVLEX11270287			
			Annual LE Policy & Training		
			001-000-000-521-20-41-00	Professional Services	\$7,851.48
		Total INVLEX11270287			\$7,851.48
		INVPR11271512			
			Police On Annual Fee		

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-521-20-41-00	Professional Services	\$1,225.54
		Total INVPRA11271512			\$1,225.54
	Total 45999				\$9,077.02
Total Lexipol, LLC					\$9,077.02
Lexis Nexis / Matthew Bender & Co.					
	46000		2026 - July - Second Council Date		
		7591535001-26/27			
		Subscription			
		001-000-000-515-31-31-01	Books, Subscriptions		\$78.48
		001-000-000-558-61-31-01	Books, Subscriptions		\$78.48
		400-000-000-534-80-31-00	Operating Supplies		\$78.48
		410-000-000-552-10-31-00	Operating Supplies		\$78.50
		Total 7591535001-26/27			\$313.94
	Total 46000				\$313.94
Total Lexis Nexis / Matthew Bender & Co.					\$313.94
Olympic Springs Inc.					
	46001		2026 - July - Second Council Date		
		072026/Oly. Springs			
		Water			
		001-000-000-523-61-31-05	Inmate Welfare & Concessions		\$21.62
		Total 072026/Oly. Springs			\$21.62
	Total 46001				\$21.62
Total Olympic Springs Inc.					\$21.62
PetroCard					
	46002		2026 - July - Second Council Date		
		0592795-IN			
		Tractor Oil			
		410-000-000-546-10-48-80	2000 John Deere Tractor		\$86.61
		Total 0592795-IN			\$86.61
	Total 46002				\$86.61
Total PetroCard					\$86.61

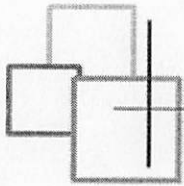
Vendor	Number	Reference	Account Number	Description	Amount
Port Angeles Power Equipment	46003			2026 - July - Second Council Date	
		60368			
			HTFSXS060 Hustler Mower		
			101-000-000-594-42-64-02	Equipment	\$5,364.32
			402-000-000-594-35-64-00	Equipment	\$5,364.33
			410-000-000-594-46-64-00	Equipment	\$282.33
			412-000-000-594-46-64-00	Equipment	\$282.33
		Total 60368			\$11,293.31
	Total 46003				\$11,293.31
Total Port Angeles Power Equipment					\$11,293.31
Postmaster - Trust Acct	46004			2026 - July - Second Council Date	
		072026/Postmaster			
			Postage		
			400-000-000-534-80-42-41	Postage	\$450.00
			402-000-000-535-80-42-51	Postage	\$150.00
		Total 072026/Postmaster			\$600.00
	Total 46004				\$600.00
Total Postmaster - Trust Acct					\$600.00
Public Safety Psychological Services	46005			2026 - July - Second Council Date	
		7510			
			Psychological Evaluation		
			001-000-000-521-20-41-00	Professional Services	\$450.00
		Total 7510			\$450.00
	Total 46005				\$450.00
Total Public Safety Psychological Services					\$450.00
Public Safety Testing Inc.	46006			2026 - July - Second Council Date	

Vendor	Number	Reference	Account Number	Description	Amount
		PST26-595			
			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 PST26-595			\$203.00
	Total 46006				\$203.00
Total Public Safety Testing Inc.					\$203.00
Quadient Finance USA, Inc					
	46007		2026 - July - Second Council Date		
		072026/Quadient			
			Postage		
			001-000-000-515-31-42-00	Communications	\$1.48
			001-000-000-521-20-42-41	Postage	\$11.08
			001-000-000-523-61-42-41	Postage	\$4.44
			001-000-000-558-61-42-41	Postage	\$244.02
			400-000-000-534-80-42-41	Postage	\$138.98
		Total 072026/Quadient			\$400.00
	Total 46007				\$400.00
Total Quadient Finance USA, Inc					\$400.00
Skillings					
	46008		2026 - July - Second Council Date		
		26015			
			King Ranch Cul.Design		
			101-000-000-595-40-00-00	Culverts	\$30,927.57
		Total 26015			\$30,927.57
	Total 46008				\$30,927.57
Total Skillings					\$30,927.57
Sonja Peterson					
	46009		2026 - July - Second Council Date		
		072026/2018 CAT			
			2018 CAT Excavator		

Vendor	Number	Reference	Account Number	Description	Amount
			400-000-000-594-34-64-00	Equipment	\$58,000.00
		Total 072026/2018 CAT			\$58,000.00
	Total 46009				\$58,000.00
Total Sonja Peterson					\$58,000.00
Sound Publishing, Inc					
	46010			2026 - July - Second Council Date	
		8197945			
			Advertising		
			001-000-000-511-61-41-01	Advertising	\$165.48
			001-000-000-558-61-41-01	Advertising	\$2,074.41
		Total 8197945			\$2,239.89
	Total 46010				\$2,239.89
Total Sound Publishing, Inc					\$2,239.89
Tapco Safe Travels					
	46011			2026 - July - Second Council Date	
		SO 799318			
			Solar Radar Signs		
			101-000-000-542-31-31-67	Street Signs	\$7,963.64
		Total SO 799318			\$7,963.64
	Total 46011				\$7,963.64
Total Tapco Safe Travels					\$7,963.64
Technical Systems Inc					
	46012			2026 - July - Second Council Date	
		26017-003			
			Water Tower Repair		
			400-000-000-534-80-41-00	Professional Services	\$2,170.54
		Total 26017-003			\$2,170.54
	Total 46012				\$2,170.54
Total Technical Systems Inc					\$2,170.54
The Spartan Plumber					

Vendor	Number	Reference	Account Number	Description	Amount
	46013			2026 - July - Second Council Date	
		260169			
			Sewer Backup		
			410-000-000-575-50-41-00	Professional Services	\$1,759.32
		Total 260169			\$1,759.32
	Total 46013				\$1,759.32
Total The Spartan Plumber					\$1,759.32
Unum					
	46014			2026 - July - Second Council Date	
		072026/Unum			
			Leoff 1 LTC Insurance		
			001-000-000-521-20-41-15	Rice	\$188.70
		Total 072026/Unum			\$188.70
	Total 46014				\$188.70
Total Unum					\$188.70
USDA					
	07242026/USDA EFT			2026 - July - Second Council Date	
		07242026/USDA			
			Loan Payment		
			400-000-000-591-34-70-01	USDA Water Tank Loan Principal	\$2,732.11
			400-000-000-592-34-80-01	USDA Water Tank Loan Interest	\$3,067.89
		Total 07242026/USDA			\$5,800.00
	Total 07242026/USDA EFT				\$5,800.00
Total USDA					\$5,800.00
Verizon Wireless, Bellevue					
	46015			2026 - July - Second Council Date	
		6147911852			
			Cellular Service and Equipment		
			001-000-000-521-20-42-00	Communication	\$843.22
			001-000-000-523-61-42-00	Communication	\$39.24
			400-000-000-534-80-42-00	Communication	\$433.79

Vendor	Number	Reference	Account Number	Description	Amount
			402-000-000-535-80-42-00	Communication	\$39.24
		Total 6147911852			\$1,355.49
	Total 46015				\$1,355.49
Total Verizon Wireless, Bellevue					\$1,355.49
Walter E. Nelson Co.					
	46016		2026 - July - Second Council Date		
		INVSEA1153876			
		Supplies			
			410-000-000-575-50-31-45	Janitorial Supplies	\$133.92
		Total INVSEA1153876			\$133.92
	Total 46016				\$133.92
Total Walter E. Nelson Co.					\$133.92
West Coast Mechanical Solutions					
	46017		2026 - July - Second Council Date		
		23381			
		ICN HVAC COMPRESSOR			
			410-000-000-594-73-62-02	ICN	\$12,546.56
		Total 23381			\$12,546.56
	Total 46017				\$12,546.56
Total West Coast Mechanical Solutions					\$12,546.56
Zumar Industries Inc					
	46018		2026 - July - Second Council Date		
		56890			
		Address Signs			
			101-000-000-542-31-31-67	Street Signs	\$591.88
		Total 56890			\$591.88
	Total 46018				\$591.88
Total Zumar Industries Inc					\$591.88
Grand Total		Vendor Count	42		\$212,658.79



Fund Transaction Summary

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

Fund Number	Description	Amount
001	General Fund	\$44,091.96
101	Street	\$47,806.18
150	Transit Center Fund	\$419.45
301	Street Projects	\$1,790.00
304	Capital Improvement	\$4,081.10
400	Water	\$74,382.60
402	Sewer	\$10,657.82
410	Airport/Industrial Park	\$26,534.50
412	Quillayute Airport	\$2,895.18
	Count: 9	\$212,658.79

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

Signed: _____
Title: Accounting Technician

Date: _____

Audited and ordered paid by Forks City Council:

Auditing Committee

Ordinance No. 694

An ordinance amending the City's procurement processes utilizing a Small Works Roster pursuant to RCW 39.90.151-154 to include adopting a direct contracting/negotiation provision, and addressing retainage requirements for lower amount small works contracts

WHEREAS, Forks Municipal Code Chapter 2.80 establishes the requirements for the City to utilize a 'Small Works Roster' system for procurement of work and labor related to public works;

WEHREAS, the City of Forks decided to participate in a state wide, multi-agency small works roster process administrated by Municipal Research Services as permitted by FMC Chapter 2.80;

WHEREAS, the dollar amount limiting the use of a small works roster has been increased significantly and the City's existing code provisions is substantially lower;

WHEREAS, a means of direct contracting has been established, and the City's procurement requirements need to be amended to permit this form of acquiring work and labor on public works projects;

WHEREAS, state law also permits the waiver of retainage in certain cases, but the City's procurement requirements are silent on this matter;

WHEREAS, amendments to Forks Municipal Code Chapter 2.80 is warranted;

BASED THEREON, THE CITY COUNCIL OF THE CITY OF FORKS DOES ORDAIN AS FOLLOWS:

Section 1. Amending FMC 2.80.020 – Costs. Forks Municipal Code 2.80.020 is hereby amended with the underlined text replacing the stricken text.

FMC 2.80.020 – Costs. The city need not comply with formal sealed bidding procedures for the construction, building, renovation, remodeling, alteration, repair, or improvement of real property where the estimated cost does not exceed ~~\$200,000~~ \$350,000, or the dollar amount set by the state in RCW 39.04.152(1)¹, which includes the costs of labor, material, equipment and sales and/or use taxes as applicable. Instead, the city may use the small works roster procedures for public works projects as set forth herein. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of a contract that may be let using the small works roster process.

¹ Substitute House Bill 2420 adopted in 2026 has already set this threshold for the next four years as follows:

- a. \$350,000 or less until December 31, 2026;
- b. \$530,000 or less from January 1, 2027, to June 30, 2027;
- c. \$560,000 or less from July 1, 2027, to June 30, 2028;
- d. \$590,000 or less from July 1, 2028, to June 30, 2029;
- e. \$620,000 or less from July 1, 2029, to June 30, 2030; and
- f. \$650,000 or less beginning July 1, 2030

Section 2. Amending FMC 2.80.060 (2) – Telephone or Written Quotations. Forks Municipal Code 2.80.060 is hereby amended with the underlined text replacing the stricken text.

- (2) Quotations may be invited from all appropriate contractors on the appropriate small works roster. As an alternative, the process of direct contracting/negotiating may be utilized in the manner described elsewhere in this chapter. ~~quotations may be invited from at least five contractors on the appropriate small works roster who have indicated the capability of performing the kind of work being contracted in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster.~~

~~If the estimated cost of the work is from \$100,000 to \$200,000, the city may choose to solicit bids from less than all the appropriate contractors on the appropriate small works roster but must also notify the remaining contractors on the appropriate small works roster that quotations on the work are being sought. The city has the sole option of determining whether this notice to the remaining contractors is made by:~~

- ~~(a) Publishing notice in a legal newspaper in general circulation in the area where the work is to be done;~~
- ~~(b) Mailing a notice to these contractors; or~~
- ~~(c) Sending a notice to these contractors by facsimile or other electronic means.~~

Section 3. Adding FMC 2.80.065 – Direct Contracting/Negotiating. Forks Municipal Code Chapter 2.80 is amended by adding the following new provisions:

FMC 2.80.065 – Direct Contracting/Negotiating for Small Work Projects

- (1) The City may use as an alternative procurement process for labor and work to the process described elsewhere herein or within the associated state laws when the total estimate of the small work to be performed is an amount is less than \$100,000.

In that case, the City may utilize a process of direct contract with small businesses, as defined by the State statute, on the City adopted small works roster without a competitive process as found herein.

- (2) If the adopted small works roster has at least six (6) or more contractors meeting the state's definition of a small business, and such small businesses have indicated their interest to perform work in the geographical area of the Olympic Peninsula, the City may seek to directly contract with the contractors on the adopted small works roster; PROVIDED THAT within a twelve month period following such use of direct contracting, the City utilizes a different contractor on subsequent city projects of a same or significantly similar nature.
- (3) If the adopted small works roster has five (5) or less contractors meeting the state's definition of a small business, the City may direct contract with any contractor on the applicable roster. However, on each subsequent project, the City must: (a) review the adopted small works

roster to reassess the number of available contractors; and, (b) not utilize the same contractor more than two consecutive times in any given twelve (12) month period.

(4) The City establishes that its small, minority, women, and veteran-owned businesses utilization plan shall require the following:

(a) Statutory notice of small, minority, women, and veteran-owned businesses on the adopted small works roster of the City's intent to engage in direct contracting will be provided by:

- i. Publication of this intent will be undertaken in the City's journal of record at least annually;
- ii. Notice shall also be placed in a prominent location identifying the City's utilization of an adopted small works roster, as well as the City's intention to utilize direct contracting as permitted by state law emphasizing the want to engage and contract with small, minority, women, and veteran-owned businesses participating in the City's adopted small works roster;
- iii. Notice of this intent will identify the adopted small works roster utilized by the City, the manner and means in which small, minority, women, and veteran-owned businesses may seek inclusion into such rosters for future inclusion, and contact information for those small, minority, women, and veteran-owned businesses seeking such inclusion.

(b) When invited, or when staffing time permits, staff participation in local and regional efforts undertaken to encourage small, minority, women, and veteran-owned businesses to engage and enroll in small works rosters including that adopted by the City.

(c) Additional approaches to effectuating this specific plan associated with direct contracting may be developed as procedures to be utilized by the Mayor and their designated city staff to further the inclusion of small, minority, women, and veteran-owned businesses in City small works projects.

Section 4. Amending FMC 2.80.080 – Award. Forks Municipal Code 2.80.080 is hereby amended with the underlined text replacing the stricken text.

2.80.080 Award. The mayor or their designee shall present all ~~telephone~~ quotations/bids and recommendation for award of the contract to the lowest responsible bidder to the city council. However, for public works projects under \$30,000 [\$75,000] [\$100,000] or the amount as established by state law for cities with the same classification as Forks, whichever is greater, the mayor shall have the authority to award public works contracts without city council approval; provided, that the mayor or their designee presents to the council a quarterly summary of the use of the roster when the amount for a specific project is less than \$30,000 [\$75,000] [\$100,000]. For public works projects over \$30,000 [\$75,000] [\$100,000] or the amount as established by state law for cities with the same classification as Forks, whichever is greater, the city council shall award all public works contracts pursuant to this chapter.

Section 5. Adding FMC 2.80.085 – Waiver of, or alternatives to retainage on small sum small works projects. Forks Municipal Code Chapter 2.80 is hereby amended with this added new provision:

FMC 2.80.085 – Waiver of, or alternatives to retainage on small sum Small Work Projects

Unless otherwise stated in the solicitation, there will be no required retainage or performance bond required of the contractor awarded the small works contract having a total dollar amount of less than five thousand dollars (\$5,000) of any higher amount as established by state law.

Section 6 Effective Date. This ordinance shall be in full force and effect five-days after being published in the City's journal of record as required by state law.

Passed by the City Council during a regularly scheduled meeting held on 13 July 2026,
and approved by the Mayor thereafter.

Tim Fletcher, Mayor

Authenticated and Attested to:

Approved as to Form:

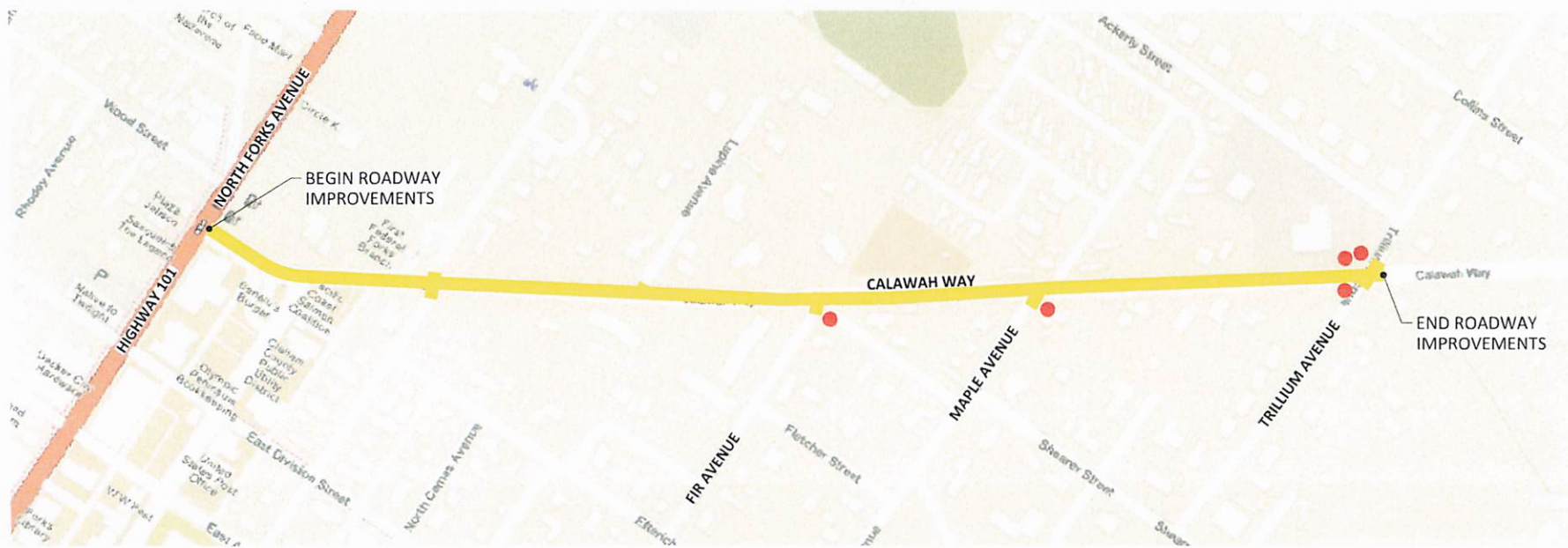
Caryn Depew, Clerk/Treasurer

William R. Fleck, Attorney/Planner

Bid No.	Bid Item	Bid Quantity	Unit Bid Price	Bid Amount
001	SPCC PLAN (SS 1-07.15(1))	1 LS	\$ 1,000.00	\$ 1,000.00
002	MOBILIZATION, CLEANUP, AND DEMOBILIZATION (SP 1-09.7)	1 LS	\$ 60,000.00	\$ 60,000.00
003	PROJECT TEMPORARY TRAFFIC CONTROL (SS 1-10.5(1))	1 LS	\$ 10,000.00	\$ 10,000.00
004	REMOVAL OF STRUCTURES AND OBSTRUCTIONS (SP 2-02.5)	1 LS	\$ 5,000.00	\$ 5,000.00
005	EXCAVATION, EMBANKMENT AND GRADING, INCL. HAUL (SP 2-03.5)	304 CY	\$ 100.00	\$ 30,400.00
006	LOCATE EXISTING UTILITIES (SP 2-09.5)	1 LS	\$ 2,500.00	\$ 2,500.00
007	CRUSHED SURFACING TOP COURSE (SP 4-04.5)	183 TN	\$ 110.00	\$ 20,130.00
008	PLANING BITUMINOUS PAVEMENT (SS5-04.5)	8,207 SY	\$ 5.00	\$ 41,035.00
009	HMA CI 3/8", PG 58H -22 (0.3 - 3 ESAL) (SP 5-04.5)	953 TN	\$ 200.00	\$ 190,600.00
010	PAVEMENT REPAIR HMA CI 3/8", PG 58H -22 (0.3 - 3 ESAL) (SP 5-04.5)	131 TN	\$ 250.00	\$ 32,750.00
011	ADJUST MANHOLE (SP 7-05)	11 EA	\$ 750.00	\$ 8,250.00
012	REMOVE/REPLACE MANHOLE LID & COVER (SP 7-05)	11 EA	\$ 2,500.00	\$ 27,500.00
017	EROSION CONTROL AND WATER POLLUTION CONTROL (SP 8-01.5)	1 LS	\$ 5,000.00	\$ 5,000.00
018	CEMENT CONC. TRAFFIC CURB AND GUTTER (SP 8-04.5)	155 LF	\$ 40.00	\$ 78,000.00
019	CEMENT CONC. PEDESTRIAN CURB (SP 8-04.5)	95 LF	\$ 45.00	\$ 4,840.00
021	DETECTABLE WARNING SURFACE (SS 8-14.5)	50 SF	\$ 50.00	\$ 2,500.00
022	CEMENT CONC. SIDEWALK (SP 8-14.5)	34 SY	\$ 125.00	\$ 4,250.00
023	CEMENT CONC. CURB RAMP (SP 8-14.5) INCLD. CURBS	5 EA	\$ 3,000.00	\$ 15,000.00
026	PAINT LINE (WHITE) (SS 8-22)	242 LF	\$ 1.00	\$ 242.00
027	PAINT LINE (YELLOW) (SS 8-22)	5,270 LF	\$ 1.00	\$ 5,270.00
028	PLASTIC ARROW (WHITE) (SS 8-22)	2 EA	\$ 750.00	\$ 1,500.00
029	PLASTIC CROSSWALK LINE (SS 8-22.5)	928 SF	\$ 12.00	\$ 11,136.00
030	PLASTIC STOP LINE (SS 8-22.5)	140 LF	\$ 10.00	\$ 1,400.00
				\$ 558,303.00
Engineering				\$ 111,600.00
Construction				\$ 55,800.00
Base Total				\$ 725,703.00

Engineer's Signature _____

Date _____

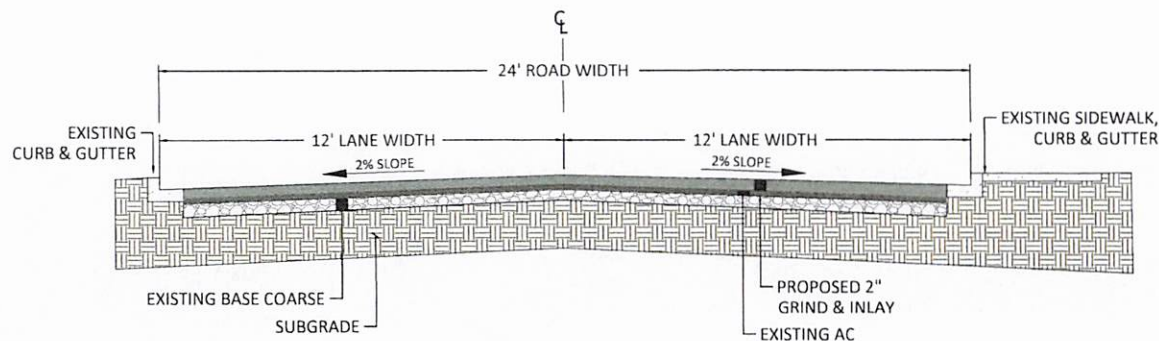


SITE PLAN
1" = 250'



LEGEND

- REPLACE ADA RAMP
- GRIND & INLAY



ROADWAY CROSS SECTION (TYP)
NTS

CITY OF FORKS
CALAWAH WAY
ROADWAY IMPROVEMENTS



1415 GRAND BOULEVARD
VANCOUVER, WA 98661

P: (360) 723 - 0381
WWW.JACKSONCIVIL.COM
DATE: 07/13/2026



PROPOSAL



SAMANVAY HOSPITALITY & MANAGEMENT INC D.B.A **TOWN MOTEL**

SHIVAADYA INC D.B.A **FAR WEST MOTEL**

KARUNANIDHI LLC D.B.A **FAR WEST CABINS**

1080 S FORKS AVE, FORKS WA 98331 (360) 640-2580 NORTHWESTLODGING@MOTELINFORKS.COM

July 20th, 2026

City of Forks
Attn: Mayor Fletcher and Esteemed City Council
500 E. Division
Forks, WA 98331

RE: Radar Feedback Sign Contribution

Dear Mayor Fletcher and Members of the City Council,

On behalf of **Samanvay Hospitality and Management Inc., Shivaadya Inc., and Karunanidhi LLC**, owned by **Vilkesh & Nidhi Patel along with Bipinbhai & Ushaben Patel and Ravi & Karuna Patel**. I am pleased to extend a one-time contribution of **\$4,500.00(allocated as \$1,500 from each entity)** in support of the installation of the proposed Radar Feedback Sign on the north end of Forks Avenue.

This contribution is offered as a single, non-recurring payment. It is important to note that Samanvay Hospitality and Management Inc., Shivaadya Inc., and Karunanidhi LLC will not assume responsibility for any future maintenance, repairs, operational expenses, or other ongoing costs associated with the sign once installed.

We believe this project represents a meaningful investment in the safety and well-being of our community. As local business owners serving both residents and visitors, we recognize the value of initiatives that promote responsible driving and enhance public safety along one of Forks' most traveled corridors.

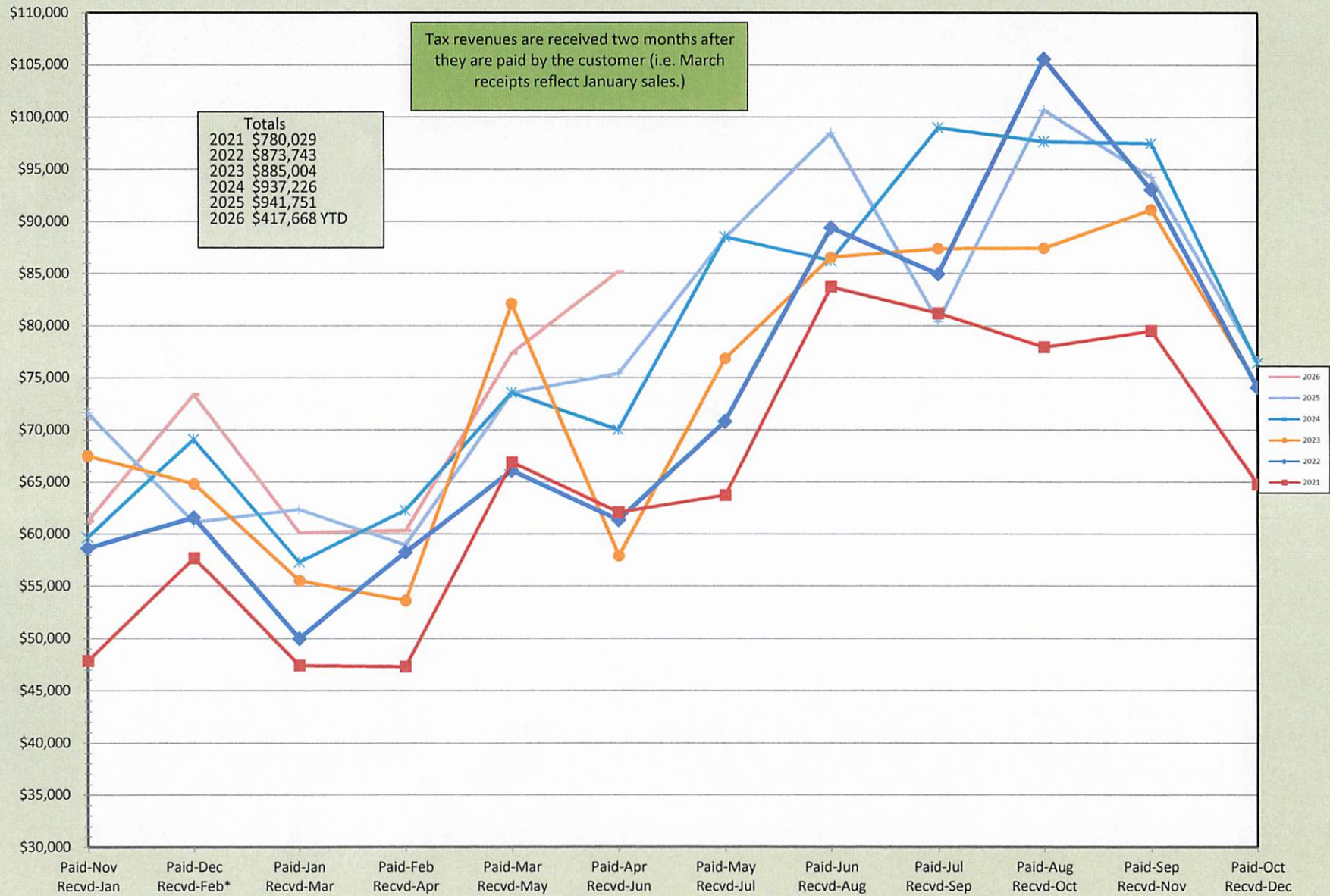
Thank you for your continued leadership and for considering our contribution toward this important community safety improvement. We appreciate the opportunity to support efforts that benefit the City of Forks and those who call it home.

Respectfully,



Vilkesh Patel & Family

City of Forks Sales Tax Receipts

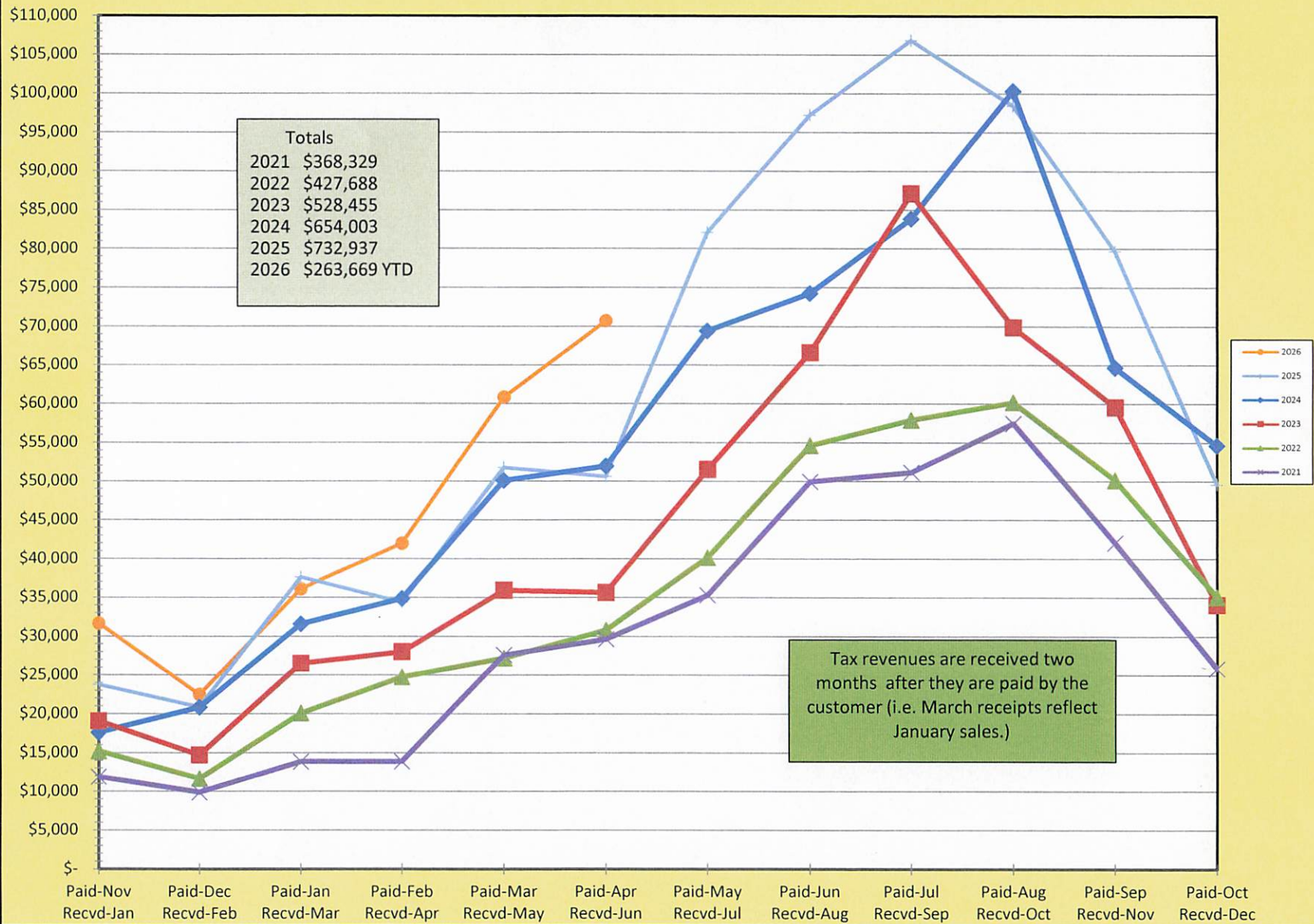


**CITY OF FORKS
SALES TAX COMPARISONS**

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	\$60,336	\$255,129	2.34	0.40
March	May	\$77,359	\$332,488	5.21	1.48
April	June	\$85,180	\$417,668	12.94	3.62
May	July		\$417,668	-100.00	-15.01
June	August		\$417,668	-100.00	-29.20
July	September		\$417,668	-100.00	-37.69
August	October		\$417,668	-100.00	-45.83
September	November		\$417,668	-100.00	-51.72
October	December		\$417,668	-100.00	-55.65

2026			2025	2025	2024	2024	2023	2023	2022	2022
	Sales Tax	YTD	% Change Month	% Change Year	% 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	4.44	4.44
February	\$73,389	\$134,657	20.06	1.39	6.24	4.58	13.24	1.78	19.19	11.99
March	\$60,136	\$194,793	-3.55	-0.19	4.92	4.68	8.32	3.71	20.34	14.44
April	\$60,336	\$255,129	2.34	0.40	-3.09	2.73	12.54	5.67	3.56	11.67
May	\$77,359	\$332,488	5.21	1.48	5.15	3.28	-5.77	2.77	17.07	12.88
June	\$85,180	\$417,668	12.94	3.62	21.62	6.56	47.00	9.49	38.83	17.35
July	\$0	\$417,668	-100.00	-15.01	-100.00	-13.07	-100.00	-8.87	-100.00	-2.12
August	\$0	\$417,668	-100.00	-29.20	-100.00	-26.30	-100.00	-23.35	-100.00	-19.07
September	\$0	\$417,668	-100.00	-37.69	-100.00	-37.26	-100.00	-33.94	-100.00	-30.51
October	\$0	\$417,668	-100.00	-45.83	-100.00	-45.28	-100.00	-41.97	-100.00	-40.89
November	\$0	\$417,668	-100.00	-51.72	-100.00	-51.48	-100.00	-48.49	-100.00	-47.77
December	\$0	\$417,668	-100.00	-55.65	-100.00	-55.44	-100.00	-52.81	-100.00	-52.20

City of Forks Lodging 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	\$41,969.64	\$132,138.41	22.14	13.35
March	May	\$60,824.99	\$192,963.40	17.51	14.63
April	June	\$70,705.20	\$263,668.60	39.70	20.42
May	July	\$0.00	\$263,668.60	-100.00	-12.43
June	August	\$0.00	\$263,668.60	-100.00	-33.81
July	September	\$0.00	\$263,668.60	-100.00	-47.81
August	October	\$0.00	\$263,668.60	-100.00	-56.32
September	November	\$0.00	\$263,668.60	-100.00	-61.42
October	December	\$0.00	\$263,668.60	-100.00	-64.03

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
3/26/2026	3739	04/06/26	Satish Kumars	Re-Roof	690 Nelson Road	132803310025	\$ 10,000.00	\$163.50	178309		R	Solano's Construction
03/30/26	3740	04/13/26	J & D Enterprises	New ADU	192602 Hwy 101 N	132805140150	\$ 22,400.00	\$395.26	178762		C	Giancarlo Buonpane
02/26/26	3741	04/23/26	Catherine Harner	Re-Roof Asphalt Shingle	530 Klahndike Blvd	132809710168	\$ 18,590.00	\$257.99	178992		R	Clallam River Construction
04/22/26	3742	04/23/26	Joyce Dillon	Shingle Archtech Re-Roof	291 Maple Ave	132809670500	\$ 9,150.00	\$154.15	178993		R	Jason Parafiniuk
04/17/26	3743	04/23/26	Forks Mobile Home Park	SW Mobile Home Installation	621 Calawah Way #24	432804256107	\$ 60,885.00	\$106.50	178995	New	R	K&E Transport
04/09/26	3744	04/23/26	David Aguilar	DW Mobile Home Installation	1701 S Forks Ave	132817140200	\$ 50,000.00	\$131.50	178996	New	R	K&M Specialized Transport
05/05/26	3745	05/06/26	Rick Jacoby	DW Mobile Home Installation	971 Gamblers Way	132803339025	\$ 116,000.00	\$131.50	179208	New	R	Gillis Home & Gardens LLC
05/05/26	3746	05/06/26	Rick Jacoby	DW Mobile Home Installation	970 Gamblers Way	132803339020	\$ 125,000.00	\$131.50	179209	New	R	Gillis Home & Gardens LLC
05/19/26	3747	05/21/26	Sol Duc Way LLC	Re-Roof and Siding	395 Sol Duc Way	132804500135	\$ 30,000.00	\$402.00	179833		C	JBolt Construction
10/26/25	3748	06/01/26	Forks Outfitters	Commercial Remodel: Refrigerator Units	950 S Forks Avenue	132809340080	\$ 150,000.00	\$1,402.00	179971		C	Refrigeration Unlimited LLC
05/21/26	3749	06/02/26	Forks Elks Lodge #2524	Resupport structure attached to Roof Overhang	941 Merchant Road	13280323005	\$ 50,000.00	\$602.00	180017		C	Bear Creek Builders, LLC.
06/10/26	3750	06/11/26	Mark Raben	Installation of Propane Tank	790 S Forks Avenue	132809601618	\$ 500.00	\$49.00	180457		C	Ferrelgas
06/10/26	3751	06/17/26	Allen & Sandra White	Installation of Ductless Heat Pump	181 E A St.	132809530016	\$ 11,180.00	\$176.48	180671		R	Dave's Heating & Cooling
05/25/26	3752	06/18/26	Danae & John Thiel	Installation of DW Mobile Home	1101 King John's Way	132808128070	\$ 98,000.00	\$131.50	180676	New	R	Clallam River Construction
07/17/25	3753	06/25/26	Mark Downing	Re-Roof	580 6th Avenue	132809650115	\$ 7,200.00	\$132.70	180761		R	Sandmire Construction
					2nd Quarter Total		\$736,505.00	\$3,972.32				

City of Forks Jail Statistics
April 1, 2026 through June 30, 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 David Rivera	6/17/2026

TOTAL BOOKINGS 2026	56	TOTAL BOOKINGS 2025 50
Males	41	35
Females	13	14
Not specified	2	1

AVERAGE DAILY POPULATION 2026	8	AVERAGE DAILY POPULATION 2025 5
Males	7	4
Females	1	1

		2025
2026 AVERAGE LENGTH OF STAY	11	7 Days
2026 AVERAGE AGE	37	40 Years Old
2026 HIGHEST ONE-DAY POPULATION	16	13 Days
2026 LOWEST ONE-DAY POPULATION	4	2 Days

INMATES WITH MENTAL HEALTH ISSUES (held for reasons not associated with mental health)

2026	2025
1 for 3 Days	1 for 3 Days
1 for 16 Days	1 for 1 Day
1 for 19 Days	1 for 8 Days
1 for 1 Day	1 for 1 Day
1 for 57 Days	1 for 7 Days

2026 JAIL INCIDENTS REPORTED BY OFFICERS THIS PERIOD	2025: 7 Incidents
ASSAULT OF AN OFFICER	1
ATTEMPTED SUICIDE	0
DISORDERLY	0
ESCAPE	0
FIGHTING	0
INAPPROPRIATE BEHAVIOR	0
MEDICAL	1
MENTAL HEALTH	2
MINOR INFRACTION	0
OTHER	3
POSSESSION OF CONTRABAND	0
URINE ANALYSIS	0

2026 BOOKINGS BY AGENCY THIS PERIOD		2025
BAINBRIDGE ISLAND		0
BIA		0
BREMERTON		0
CLALLAM COUNTY	<u>10</u>	12
DOC	<u>3</u>	2
ELMA		0
ELWHA		28
FORKS PD	<u>22</u>	0
HOH	<u>1</u>	6
LA PUSH PD	<u>15</u>	0
OCEAN SHORES PD	<u>2</u>	0
PORT ANGELES PD		0
PORT ORCHARD	<u>2</u>	0
POULSBO	<u>1</u>	1
SHELTON		1
WSP		1
MONTESANO		

The total amount billed for April 1 through June 30, 2026 was \$30,446.73

The total amount billed for April 1 through June 30, 2025 was \$16,882.80

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 April 1 and June 30, 2026 trustees assisted Public Works personnel with 210 total man hours.

Between April 1 and June 30, 2025 trustees assisted Public Works personnel with 118 total man hours.

Eligible inmates pay \$15.00 per day for the privilege of Work Release. One subject was on Work Release for the period April 1, 2026 through June, 2026. The subject worked 28 days at \$15 dollars a day for a total of \$420.00. No subjects were on work release during the period April 1, 2025 through June, 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 May 12th through june 30th for a total of \$3,377.0

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.

		Fork's 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
JAN	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	925	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	1,903	2,238	2,103	3,052	
MAR	321	616	360	347	484	247	271	210	336	268	282	464	3,934	4,519	2,993	2,138	2,735	1,833	1,678	2,033	2,005	1,919	2,039	685	1,858	3,141	3,244	4,096	5,131	5,970	
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	2,076	2,811	2,642	2,404	2,105	0	2,276	3,284	3,680	4,746	5,130	6,146	
MAY	1,075	1,226	1,164	866	488	645	407	388	442	530	557	1,309	4,535	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	9,055	
JUN	1,878	1,838	1,652	1,188	1,075	873	807	596	553	581	1,227	1,731	8,312	9,287	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	13,902
JUL	3,905	2,783	2,717	2,010	2,116	2,040	1,306	1,005	1,070	1,366	2,279	3,546	16,186	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	12,874	14,126	15,786	16,902
AUG	4,146	3,832	2,906	2,603	2,484	2,066	1,285	1,158	1,399	1,515	1,527	1,527	1,969	3,337	5,378	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	14,345
SEP	1,872	1,872	2,238	1,138	1,042	926	784	650	640	1,026	1,026	1,527	1,969	3,337	5,378	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	14,345
OCT	916	769	651	453	310	464	317	351	350	374	550	1,278	1,913	2,935	3,499	2,598	2,282	1,844	1,545	2,005	2,215	2,299	2,371	2,261	1,138	2,576	4,121	4,885	5,764	7,741	10,135
NOV	388	241	189	167	174	132	116	116	128	142	72	178	1,913	2,935	3,499	2,598	2,282	1,844	1,545	2,005	2,215	2,299	2,371	2,261	1,138	2,576	4,121	4,885	5,764	7,741	10,135
DEC	204	119	162	128	117	82	174	174	74	83	218	1,284	2,540	1,825	1,657	1,310	891	875	982	949	1,104	1,022	950	904	1,262	1,555	2,167	2,666	2,923	3,286	3,648
TOTAL		15,849	14,604	13,029	10,128	9,335	8,108	6,047	5,575	6,386	10,295	18,736	69,975	72,885	THIRD	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	102,926

Total visitors that have signed our guest book since **Twilight** was published on October 5, 2005 940,126

* 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

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

16083 17734 17042 11418 14285 15056 12415 7526 12871 12995

Ordinance No. 69__

An ordinance amending the City's Livestock at Large

WHEREAS, Forks Municipal Code Chapter 6.15 establishes the requirement of owners of livestock to maintain those livestock on their property and prevent said livestock from wandering the streets of Forks;

WEHREAS, that chapter does not include goats, chickens, and geese;

WHEREAS, there is a need to amend the chapter so that it includes these animals;

WHEREAS, there is also a need to make a violation of the chapter a civil penalty versus a criminal penalty;

WHEREAS, amendments to Forks Municipal Code Chapter 6.15 is warranted;

BASED THEREON, THE CITY COUNCIL OF THE CITY OF FORKS DOES ORDAIN AS FOLLOWS:

Section 1. Amending FMC 6.15.010 – Livestock at large. Forks Municipal Code 6.15.010 is hereby amended with the underlined text replacing the stricken text.

§ 6.15.010. Livestock at large.

From and after the taking effect of this chapter it shall be unlawful for any person, firm or corporation to permit or suffer any cattle, horses, swine, or sheep, goat, chicken, or goose to escape from their premises onto or at large upon the streets, sidewalks or alleys of the city of Forks, or upon any property therein not that of the owner.

(Ord. 9 § 1, 1946)

Section 2. Amending 6.15.020 – Violation - Penalty. Forks Municipal Code 2.80.060 is hereby amended with the underlined text replacing the stricken text.

§ 6.15.020. Violation – Penalty.

Any person, firm or corporation violating the terms and provisions of this chapter, after being warned one time prior, shall have committed a civil penalty which will be subject to a fine ~~shall be deemed to be guilty of a misdemeanor and shall be punished by a fine of a minimum of \$50 and not in excess of \$300.00, or, in the case of an individual, imprisoned for a period not in excess of 30 days, or both such fine and imprisonment.~~

(Ord. 9 § 2, 1946)

Section 3. Adding FMC 6.15.040. Costs. Forks Municipal Code Chapter 6.15.040 is amended updating the office associated with this chapter.

§ 6.15.040. Costs.

Before surrendering the possession of any such animal so impounded, the ~~city marshal~~ City, through the Police Department, shall demand and receive from the owner thereof, if he be known, the cost of impounding, feeding and keeping such animal.

(Ord. 9 § 4, 1946)

Section 6 Effective Date. This ordinance shall be in full force and effect five-days after being published in the City's journal of record as required by state law.

Passed by the City Council during a regularly scheduled meeting held on _____ 2026,
and approved by the Mayor thereafter.

Tim Fletcher, Mayor

Authenticated and Attested to:

Approved as to Form:

Caryn Depew, Clerk/Treasurer

William R. Fleck, Attorney/Planner

Chapter ###.##

COMPLETE STREETS POLICY

AN ORDINANCE OF THE CITY OF FORKS, WASHINGTON, ADOPTING CHAPTER ###.## OF THE CITY OF FORKS MUNICIPAL CODE TO ESTABLISH A “COMPLETE STREETS” PROGRAM FOR THE PURPOSE OF PROVIDING SAFE ACCESS AND ACCOMMODATIONS TO ALL USERS INCLUDING BICYCLISTS, PEDESTRIANS, MOTORISTS AND PUBLIC TRANSPORTATION USERS.

WHEREAS, the city of Forks Comprehensive Plan addresses the need for new streets to provide transportation for all modes of travel; and

WHEREAS, in order to ensure that the city’s Comprehensive Plan vision is implemented, adoption of a new chapter to address the criteria and procedures for Complete Streets is necessary; and

WHEREAS, in 2011, the Washington State Legislature passed the Complete Streets Bill (ESHB 1071), creating a complete streets grant program to encourage street designs that safely meet the needs of all users and also protect and preserve a community’s environment and character; and

WHEREAS, adopting a complete streets ordinance will qualify the city of Forks to apply for the state complete streets grant program, when it is funded by the Legislature;

Sections:

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###.##.010 Purpose.

The city of Forks shall, to the maximum extent practical, scope, plan, design, construct, operate and maintain appropriate facilities for the safe accommodation of pedestrians, bicyclists, transit users, motorists, emergency responders, freight and users of all ages and abilities in all new construction, retrofit or reconstruction projects. Through ongoing operations and maintenance, the city of Forks shall identify cost effective opportunities to include complete streets practices.

The vision of Forks is a community in which all users regardless of age, ability, or preferred mode of travel can safely and efficiently use the public right-of-way to meet their transportation needs.

###.020 Definitions.

“Complete Street” means a road that is designed to be safe and accessible for all transportation users including drivers, bicyclists, transit users, freight, emergency service providers, and pedestrians of all ages and abilities.

“Complete street infrastructure” means design features that contribute to a safe, convenient, and comfortable travel experience for users, including but not limited to features such as: sidewalks; share use paths; bicycle lanes; automobile lanes; paved shoulders; landscaping; curbs; accessible curb ramps; bulb-outs; crosswalks; refuge islands; pedestrian and traffic signals, including countdown and accessible signals; signage; street furniture; bicycle parking facilities; traffic calming devices; surface treatments such as paving blocks, textured asphalt, and concrete; narrow vehicle lanes; and raised medians.

“Street” means any public right-of-way, including arterials, connectors, alleys, ways, lanes, and roadways by any other designation, as well as bridges, tunnels, and any other portions of the transportation network, that is open for use by the general public.

“Street project” means the construction, reconstruction, retrofit, maintenance, alteration, or repair of any street and includes the planning, design, approval, and implementation processes.

“Users” means individuals that use streets, including pedestrians, bicyclists, motorists, and public transportation riders and drivers.

###.030 Exceptions.

Facilities for pedestrians, bicyclists, transit users and/or people of all abilities are not required to be provided when:

- (1) A documented absence of current or future need exists;
- (2) Nonmotorized uses are prohibited by law;
- (3) Routine maintenance of the transportation network is performed that does not change the roadway geometry or operations, such as mowing, sweeping, chip seal, seal coats, and spot repair;
- (4) The cost would be disproportionate to the current need or probable future uses;
- (5) Where there are significant adverse environmental impacts to streams, wetlands, steep slopes, or other critical areas;
- (6) In instances where a documented exception is granted by the council.

###.040 Projects.

Those involved in planning and design of projects within the public right-of-way will give consideration to all users and modes of travel from the start of planning and design work. Transportation improvements shall be viewed as opportunities to create safer, more accessible streets for all users. This shall apply to new construction, reconstruction, and rehabilitation. Community engagement will be encouraged during project planning and development.

###.050 Network.

Projects should enhance the overall transportation system and its connectivity for access to parks or recreation areas, schools, downtown, existing pedestrian or bicycle networks, or regional bicycle pedestrian plans prepared by other associated groups such as Clallam County.

###.060 Freight/truck routes.

Because freight is important to the overall economy of Forks and has unique right-of-way needs to support that role, freight will be the major priority on streets classified as truck routes. Complete street improvements that are consistent with freight mobility but also support other modes and user needs shall be considered for truck routes.

###.070 Intergovernmental coordination.

It is a goal of the city of Forks to foster partnerships with all Washington State transportation agencies including the Washington State Department of Transportation (WSDOT), the Federal Highway Administration, Clallam County, Quillayute Valley School District, and any funding agency to implement the complete streets ordinance.

###.080 Best practice criteria.

The council or designee shall modify, develop and adopt policies, design criteria, standards and guidelines based upon recognized best practices in street design, construction, and operations including but not limited to the latest editions of American Association of State Highway Transportation Officials (AASHTO), Institute of Transportation Engineers (ITE) and National Association of City Transportation Officials (NACTO) while reflecting the context and character of the surrounding built and natural environments and enhance the appearance of such.

###.090 Performance standards.

The city of Forks shall put into place performance standards with measurable benchmarks to continuously evaluate the complete streets ordinance for success and opportunities for improvement. Performance standards may include transportation and mode shift, miles of bicycle facilities or sidewalks, public participation, number of ADA accommodations built, number of ADA accommodations retrofitted, and number of exemptions from this policy approved.

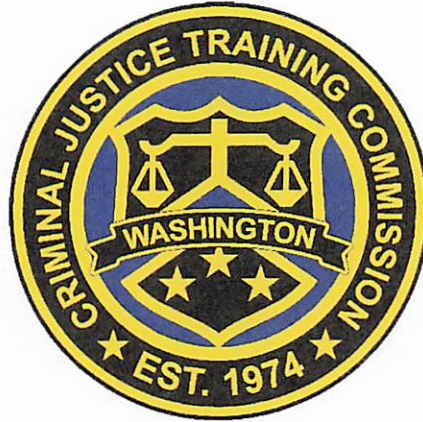
###.100 Implementation.

This policy will primarily be implemented during the annual development of the City's six-year transportation improvement plan (STIP). The City will also work to incorporate complete streets principles into the Comprehensive plan and associated documents.

Goal: Successful Policies

1. Sets a vision.
2. Includes all users and all modes.
3. Applies to all phases of all applicable projects.
4. Specifies and limits exceptions, with management approval required.
5. Emphasizes connectivity.
6. Is understood by all agencies to cover all roads.
7. Uses the best and latest design standards and is flexible.
8. Complements the community's context.
9. Sets performance standards.
10. Includes implementation steps.





The Washington State Criminal Justice Training Commission
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Notice of Appeal
of a SEPA Determination
Determination of Nonsignificance

31 Sitka Circle – Vacation Short Term Rental

Forks City Council
10 August 2026
7:30 P.M.
Forks City Council Chambers

Notice is hereby given that during the Council's Regular Meeting on 10 August 2026, the City Council will consider an appeal filed by Rod Larson, Appellant, of the State Environmental Policy Act (SEPA) Determination of Nonsignificance (DNS) issued by Attorney/Planner Fleck. This determination was made in association with the Special Use Permit (SUP) application of Ravae O'Leary doing business as Olympic Coast Rentals, LLC., to permit the use of a single-family residence into a vacation/short term rental when the owners are not occupying it. The Council will hear the appeal in its quasi-judicial capacity pursuant to FMC 14.10.200(2).

The following will be the agenda used for the Larson appeal:

Larson Appeal of the SEPA DNS – Charlotte Archer, Inslee Best, pro tem City Attorney to Council

- a. Attorney Archer's review of quasi-judicial procedures, conflict of interest and appearance of fairness disclosures of the City Council related to the appellant, the applicant, and proposed project.
- b. Staff Report Regarding SEPA Determination and Larson Appeal
- c. Appellant Larson's Presentation on Appeal
- d. Proponent/Respondent's O'Leary's Position
- e. Public Comment
- f. Council's questions of appellant, respondent, and/or public
- g. Deliberations of the Forks City Council – This may occur "in chambers" due to quasi-judicial nature of this proceeding, per See RCW 42.30.140(2)
- h. Decision of City Council
- i. Authorize the Mayor to execute decision documents.

Public comment regarding this matter may also be submitted in writing but must be received by the time the public comment period has begun. Send comments to City of Forks – Larson Appeal, 500 East Division Street, Forks, WA 98331

The Council Chamber is ADA accessible. Arrangements for reasonable accommodation for special needs, including handicap accessibility or language interpreter, will be made upon receiving 24-hour advance notice. Contact Mr. Fleck at 360/374-5412, ext. 111, in person at the address noted above.

Notice of Public Hearing

Zoning Code Update Forks Municipal Code Title 17

Forks City Council
10 August 2026
7:30 P.M.
Forks City Council Chambers

Notice is hereby given that during the Council's Regular Meeting on 10 August 2026, the City Council will hold a public hearing on the proposed update to Title 17 of the Forks Municipal Code commonly referred to as the Forks Zoning Code,

The City intends to adopt an ordinance updating its zoning regulations set forth in FMC Title 17, which will implement the City's Comprehensive Plan update. In large part, the updates affect the City's adopted definitions, land use matrix, accessory dwelling unit (ADU) provisions, middle housing development standards, and parking regulations. These amendments have been specifically prepared to implement requirements of the Growth Management Act (GMA) and new or revised RCWs governing general zoning practices and land use requirements, including: House Bill (HB) 1377 (2019), HB 1110 (2023), HB 1337 (2023), HB1293 (2023), and HB 1998 (2024). Collectively, these statutes require updates to the FMC related to middle housing ADUs, administrative design review, co-living housing, and affordable housing density increases to include properties owned or controlled by religious organizations. The proposed amendments would implement each of these laws into local ordinance.

The City Council is expecting to receive a recommendation in time for this public hearing from the Planning Commission regarding the proposed changes to Title 17 following the Planning Commission's Special Meeting on 29 July 2026. City Council may act on the proposed zoning code update following the public hearing.

A markup copy of the proposed updated Title 17 may be accessed at:
<https://forkswashington.org/documents/zoning-code-update-chapter-17/>

Copies can also be provided by contact Rod Fleck, Attorney/Planner at 360/374-5412, Ext 111.

Written comment should be sent to the City Council clearly indicating that it is for the Title 17 Update at 500 East Division Street, Forks, WA 98331

The Council Chamber is ADA accessible. Arrangements for reasonable accommodation for special needs, including handicap accessibility or language interpreter, will be made upon receiving 24-hour advance notice. Contact Mr. Fleck at 360/374-5412, ext. 111, in person at the address noted above.

Notice of Public Hearing

Parks, Recreation, Open Space Plan

Forks City Council

10 August 2026

7:30 P.M.

Forks City Council Chambers

Notice is hereby given that during the Council's Regular Meeting on 10 August 2026, the City Council will hold a public hearing on a proposed Parks, Recreation, and Open Space Plan. This plan will augment the recently adopted City comprehensive plan.

The City intends to adopt a Parks, Recreation, Open Space (PROS) Plan for 2026-2032 to guide the City in the acquisition and development of park and recreation facilities within, and recreation programming for, the City of Forks. The PROS Plan includes a discussion of facility needs over the next 20 year period while presenting a six (6) year capital facilities program (CFP). The CFP identifies costs for implementation and the potential source(s) of funding. The individual projects will undergo SEPA review as necessary prior to master planning, design, and construction. It is expected that the PROS Plan will be reviewed and updated in conjunction with future updates of the City's comprehensive plan with the CFP being reviewed and incorporated into the annual City's Capital Improvement Plan.

The PROS Plan has the following chapters:

- Introduction
- Goals and Policies
- Context
 - Topology/Geology
 - History
 - Demographics
 - Recreation Demand
 - Walkability
- Public Involvement
- Citywide Plan Amenities
- Park Plans
- Implementation
- Graphics
- Appendices

The City Council is expecting to receive a recommendation in time for this public hearing from both the Park Board and the Planning Commission regarding the draft PROS Plan following their Joint Meeting on 29 July 2026. City Council may take action on the PROS Plan following the public hearing.

The PROS Plan is available via the City's website at:
<https://forkswashington.org/documents/2026-pros-plan/>

Copies can also be provided by contact Rod Fleck, Attorney/Planner at 360/374-5412, Ext 111.

Written comment should be sent to the City Council clearly indicating that it is for the PROS Plan at 500 East Division Street, Forks, WA 98331

The Council Chamber is ADA accessible. Arrangements for reasonable accommodation for special needs, including handicap accessibility or language interpreter, will be made upon receiving 24-hour advance notice. Contact Mr. Fleck at 360/374-5412, ext. 111, in person at the address noted above.

NOTICE OF PLANNING COMMISSION DECISION

On Order of Remand for the Conditional Use Permit Granted for an Eight Unit Tiny Home Development - Small Inn 170 Sportsman Club Road

Notice is hereby given that upon an order on remand from the Forks City Council, the Forks Planning Commission met and considered additional information provided during the course of a quasi-judicial hearing, the Forks Planning Commission reaffirmed their earlier approval of a conditional use permit for the request of the zoning use described below.

Project

Proponent: Tom Tucker with permission of
the property owner (Corey Pearson)
713 Senz Road
Sequim, WA 98382

Appellant Cora Sasticum
302 Trout Avenue
Forks, WA 98331

Description of original proposal:

Proponent, with the approval of the property owner, is seeking to install eight units with each unit being approximately 11' x 38' in size and having approximately 385 sq. ft. of floor space totaling 3,080 sq. ft. in the northeastern portions of the eastern two parcels (Parcel Nos. 132809430060 & 132809430145). See map attached to mailing and available online. Each unit would become a short-term rental, and the development has been identified as a small inn by the applicant, see FMC 17.10.055, instead of an RV Overnight Parking Facility, see FMC 17.10.475. Either of those uses requires a Conditional Use Permit from the City in order for the development to proceed. The basis for this distinction would be that the proposed eight units would be set in place subject to obtaining a City of Forks Building Permit. Development would occur outside of the buffer associated with Mill Creek, which is a Class II Aquatic Conservation Habitat.

In addition, the proponent would seek a boundary line adjustment that would place the entire proposed development into a redefined parcel outside of any of the buffer area associated with Mill Creek subject to field surveying.

Parcels associated with the proposed development are accessed from a paved City street, can access city water, would require the construction of a Clallam County Environmental Health permitted commercial on-site septic system, electrical provided by the PUD, and telecommunications access via CenturyLink and other providers

Location of Property:

Three parcels with the larger, central parcel having the current address of 170 Sportsman Club Road, and all of which are located south of said road.

Legal

Description: Proposed development would involve two of the following parcels::

Clallam County Parcel No. 132809430060

Having a short legal description of Tax Parcel No. 1692, except the eastern fifteen feet (15') of the northern half located in the SW 1/4 of the SE 1/4 of Section 9 being 0.9 acres in size; and,

Clallam County Parcel No. 132809430145

Having a short legal description of Tax Parcel No. 1000 in the SW 1/4 of the SE 1/4 of Section 9 being 2.9 acres in size; and,

Clallam County Parcel No. 132809430185

Having a short legal description of Tax Parcel No. 1013 in the SW ¼ of the SE ¼ of Section 9 being 1.0 acres in size.

All parcels are located in the SW ¼ of the SE ¼ of Section 9, Township 28 North, Range 13 West, W.M., in Clallam County, WA.

The Commission was asked to consider the following per the Order of Remand'

- *The anticipated occupancy of the proposed structures, including maximum and typical occupancy levels.*
- *Whether the proposed structures, as designed and intended to be used, require building permits, occupancy classification, or compliance with applicable building or fire-safety standards.*
- *The extent to which occupancy levels and applicable code requirements may affect impacts to the surrounding community, including traffic, noise, intensity of use, and neighborhood compatibility.*

Order of Remand, Pgs. 1-2.

Upon conclusion of their hearing, the Commission reaffirmed its granting of a Conditional Use Permit (CUP) to the proponent. A copy of the findings, the determination and decision of the Forks Planning Commission on reaffirming the Conditional Use Permit is attached and incorporated herein by reference. However, only the Notice of Planning Commission Decision is being printed in the Forks Forum. A copy of those findings, determinations and the decision can be obtained from the City Attorney/Planner. It will be mailed to all attendees of record, and all who are required to receive a mailed copy of this notice pursuant to the Zoning Code.

COUNCIL ACTION REQUIRED

The original granting of the CUP was properly appealed by Cora Sasticum to the City Council which heard the appeal on 8 Jun 2026. The Council remanded the CUP to the Planning Commission ordering additional consideration of the points referenced above. Further, the Council's order stated that the Council retained "jurisdiction over this appeal and will resume review upon receipt of the Planning Commission's amended determination." Order, pg. 2

Notice of this decision will be provided to the City Clerk and the matter rescheduled before the City Council for its final determination on the Sasticum appeal. City will notify the appellant and proponent of when the City Council has scheduled their review and consideration of the Commission's findings.

Individuals needing a copy of the application materials, the determinations of the Commission, or requiring additional information regarding this notice should contact Rod Fleck, City Attorney/Planner at 360/374-5412, ext. 111 or at 500 East Division, Forks, WA 98331.

Dated 23 of July 2026 pursuant to the authorization and direction of the Forks Planning Commission at its special meeting held on 15 July 2026.

Brian Weekes
Chair, Forks Planning Commission

A handwritten signature in black ink, appearing to read "Brian Weekes", with a stylized, flowing script.

*Findings, Determinations and Decisions On Order of Remand for the Conditional Use Permit
Granted for an Eight Unit Tiny Home Development - Small Inn
170 Sportsman Club Road*

I. Proceedings.

- A. On 15 April 2026, the Planning Commission (Commission) granted a Conditional Use Permit (CUP) to Tom Tucker to construct and install eight tiny homes on property described below and generally located at 170 Sportsman Club Road. Within ten days of that vote, Cora Sasticum filed an appeal of the CUP.
- B. The City Council (Council) received the appeal of the CUP and scheduled an appeal hearing on 8 June 2026. At the conclusion of the appeal hearing, the Council issued an Order of Remand with the following findings:
 - 1. The record reflects uncertainty regarding the intended occupancy of the proposed structures and the resulting impacts on the surrounding community, including but not limited to traffic, noise, intensity of use, and compatibility with adjacent properties.
 - 2. The Council further finds that the record is unclear as to whether the proposed structures, as designed and intended to be used, would trigger building permit requirements, occupancy classifications, or other standards under the International Building Code, International Residential Code, or applicable local amendments.
 - 3. Because occupancy classification and building-code applicability may materially affect the scope, scale, and impacts of the proposed use, the Council concludes that the Planning Commission did not have sufficient information to fully evaluate the CUP criteria related to intensity of use, public health and safety, and neighborhood compatibility.
 - 4. Additional fact-finding and analysis are necessary to ensure a complete and accurate record before a final decision on the CUP can be made.Order of Remand, pg. 1
- C. The Council asked the Commission to develop additional findings and conclusions regarding the following:
 - 1. The anticipated occupancy of the proposed structures, including maximum and typical occupancy levels.
 - 2. Whether the proposed structures, as designed and intended to be used, require building permits, occupancy classification, or compliance with applicable building or fire-safety standards.
 - 3. The extent to which occupancy levels and applicable code requirements may affect impacts to the surrounding community, including traffic, noise, intensity of use, and neighborhood compatibility.Order of Remand, pg. 1-2.
- D. On 17 June 2026, the Commission received the order of remand at the conclusion of its regularly scheduled meeting. The reconsideration of the CUP pursuant to the order was scheduled for 15 July 2026.
- E. Notice of the hearing was provided by publication and mailing.
- F. During the regularly scheduled 15 July 2026 meeting of the Commission, the proposal was reconsidered pursuant to the Order. In attendance were Commissioners Weekes, Huling, Decker and Nelson present. Planner Fleck was also present. Tom Tucker and Nick Tucker were present via ZOOM, while Cora Sasticum, Karla Boughton, and Rebecca Madison, and Katherine Jackson were in attendance.

G. Fleck conducted an appearance of fairness and conflict of interest inquiry with the Commissioners.

1. On the question regarding knowledge of the proponents or opponents, or having conducted business with the proponents or the opponents, Decker disclosed that he knew and has done business with all of the parties.
2. No Commissioner indicated that they communicated with any the proponent on the parcel
3. No Commissioner has communicated with either Tom Tucker or Cora Sasticum regarding the proposal that is the subject of this hearing?
4. No Commissioner had any financial or personal interest in the outcome of this hearing.
5. No Commissioner was aware of their employer having a financial interest in this matter, or any interest in the outcome of this hearing.
6. No Commissioner lives on or owns property within 300 feet of the property. However, Commissioner Huling disclosed that he does own property approximately 350 feet from the property associated with this hearing.
7. No Commissioner had any special knowledge about the substance or the merits of this hearing which would or could cause a Commissioner to prejudge the outcome of this hearing.
8. All four Commissioners believed that they could sit and hear this matter fairly and impartially, both as to the respective positions of the proponents and the opponents in this hearing?

When offered the opportunity to challenge any commissioners based upon the answers received, there were no members of the audience who raised such a challenge against a Commissioner because of the "Appearance of Fairness Doctrine" concerns.

H. A staff report was given by Planner Fleck his report with the procedural aspects noted above and the substantive aspects summarized as follows:

1. Applicant had indicated that the expected daily occupancy of the project was 12 in their SEPA comments. No regulatory occupancy state or local could be found for commercial use of structures 400 sq. ft. and smaller. Further, State Department of Health uses the type of beds as guidelines for occupancy limits set by businesses. Local governments can establish such occupancies, but Forks has not done so. Residential buildings per L & I have an occupancy of one occupant per 200 sq. ft. See Exhibit F - WAC 52-54A-104, Table 1004.5. Fleck utilized another site where occupancies were advertised for structures of the same size as being six. Using that number, 48 would be the potential maximum occupancy of the development.

Based upon the number given in the SEPA Checklist, the proponent appeared to expect a daily occupancy rate of 12. This would set a 75% daily occupancy rate. Fleck referenced an article that indicated a goal should be 70% daily occupancy. Using a 70% daily occupancy rate with a maximum unit occupancy Fleck noted that the most likely maximum occupancy would be 34 individuals utilizing the eight facilities.

2. Permits and fire safety standards.
Residential guidance for tiny homes from Department of Labor exist, however, use in question is commercial in nature. Call to L&I to discuss the matter did not produce any response. City requires a building permit for the installation of each unit treating them like a mobile home which require such a permit. State Department of Health provides guidance for fire safety associated with transient lodging.
3. Impacts of occupancy on surrounding community

- i. Existing Neighborhood consists of the following uses:
 - a. Two single family residences;
 - b. One multi-residential supportive housing unit;
 - c. One building currently utilized a church;
 - d. Commercial access to the following business activities:
 - (1) Jerry's Small Engine
 - (2) Access to Taqueria San Juditas
 - (3) Concerned Citizens Office
 - (4) Mini-storage
 - (5) Gun Range.
- ii. Traffic – Fleck noted the proponent’s SEPA Checklist indicated six end trips per day which affirmed the proponent’s expectation of a 75% daily occupancy of the eight units. Assuming a higher occupancy per unit, Fleck noted that doubling the trip ends to 12 per day would give some indication of additional traffic. However, there is no traffic data or information for the Sportsman Club Road. As a result, it is difficult to ascertain what the traffic impact would be. Fleck reviewed USDOT average daily trip counts from residential dwellings and noted that Clallam County residences have 5-6 daily trips. However, Fleck questioned whether that number would be relevant.
- iii. Noise – Fleck noted that the development would increase noise by the very fact that currently the property is undeveloped. Any activity on the property would increase noise. Further, Fleck noted it should be expected that there would be ambient noise of people talking, vehicles starting, and the occasional vehicle alarm sounding. However, this was hard to gauge an impact as there is an active gun range near the proposed development.
- iv. Intensity of Use. It was noted that there would be an intensity in use of the property as indicated from the discussion of occupancy and noise. Fleck noted that additional information was needed from the proponent and appellant in this area.
- v. Neighborhood compatibility. Fleck noted that there are significant commercial activities associated with the change in use and development of the property in question. Two of the commercial activities are relatively quiet type uses with those being business office for a charitable organization and a mini-storage facility. Fleck encouraged the Commission to inquire of the parties regarding this aspect.
4. Fleck reminded the Commission of its options regarding the remanded matters received from the City Council. He also noted that if the Commission made a determination on the remanded matters, he would need specific motions regarding the development of the documents, the Chair’s signing of the same, start of appeal date, and meeting minutes. He asked if there were questions of the Commissioners.
 - i. Weekes asked if there was any way to even get road use data as there were periodic uses. Logging trucks use the road often. Hunting season was also discussed as an example of periodic use. In addition, the area accessed by that road was also a popular hunting access point. He asked whether DNR would be a source of information regarding usage and projected usages.
 - ii. Huling noted that most of the area had been logged in the past five years.
- I. On a motion by Decker, seconded by Huling, the Commission voted to open the public hearing. Motion passed 4-0.

- J. Maddie Hilcar, notary public, swore in witnesses for both the Remand and the other matter, a Conditional Use Permit associated with a mini-storage facility expansion. See the attached affidavits.
- K. Cora Sasticum, appellant to the City Council, rose to speak. She noted that she is the owner of record of the adjacent property east of the proposed development site.
1. She provided a copy of her written comments regarding issues with the applicant's request.
 - i. First it was argued that using a tiny house on wheels as a short term rental would introduce severe regulatory, safety, and logical bottle necks in Forks. Various definitions of tiny homes and L&I were provided with some references being from other states regarding building standards and dwelling requirements.
 - ii. Second, local codes require a conditional use or special use permit.
 - iii. Six individuals per unit would fail to meet health code requirements for septic systems with constant use and overloading the system. Water heaters would not be able to provide sufficient hot water for showers.
 - iv. The International Residential Code sets a minimum net square footage per occupant that is being exceeded at 66 sq. ft. per person. This occupancy would violate basic international property maintenance standards for overcrowding.
 - v. Parking constraints require dedicated off street parking and likely need 2-3 designated parking spaces per tiny home.
 - vi. She questioned how many people would rise or work in the completed project?
 - vii. She questioned the water and septage usage if more than two individuals were allowed to occupy each unit. She noted that water usage would be high and could be as high as 1920 gallons per day. With additional water usage being needed for cleaning and laundry.
 - viii. Also that the noise and traffic impacts were originally based upon 16 transient occupants.
 2. She also addressed the commission and raised concerns as follows;
 - i. She noted that the occupancy of six lodgers per unit was much higher than the original two per unit. As a result, she asked the Commission to limit the occupancy to two individuals per unit.
 - ii. She also questioned whether the design for the on-site septic was designed for six users per unit as this use could exceed the limits of the septic use per unit of 960 gallons per day. She asked if there was additional consideration regarding the use of water and creation of septage from cleaning of the units raising attention regarding dishwashers, and clothes washers and dryers.
 - iii. She also noted that the commercial traffic was mainly along the lower (western) portion of the roadway. The Sportsmens Club holds a couple of events each year and the mini-storage is rather quiet.
 - iv. She asked that the Commission not allow the CUP to go forward.
- L. Nick Tucker commented that he could provide good numbers regarding occupancy based upon his business at 1205 South Forks Avenue. He has 14 cabins and for 2025 that would be 5,040 available rentals. In 2025, he had 2300 rentals for less than 50% occupancy. He felt that 50% daily rental of units, or unit occupancy, would be a better number to use when considering the proposed development.
- M. Tom Tucker, proponent of the development subject to the Order of Remand, then addressed the Commission.

1. He noted that they utilized a higher daily occupancy rate for the SEPA Checklist. Based upon the numbers provided by Nick Tucker, an average rate of 50% would probably be more realistic. With a 75-80% daily occupancy rate occurring in the Summer, and 30-40% rate in the Winter.
2. He questioned the use of the USDOT data as that would put the number of trips for the development as high as 96, however, that higher number would not make the road deficient. Use Levels of Service (LOS), the road is probably between LOS A to C would have to see up to 600 vehicle trips per day to be deficient at a LOS D rate. Using the 96 trips, the LOS would not meet that level.
3. Residential occupancy is associated with the Building Code.
4. Water usage. Estimated that 120 gallons per unit, or 960 gallons per day for the total development. Septic will be a drip system, permitted by Clallam County, conforming with state rules. It is being designed to be a 'time dosed system' with release of septage from the holding tank occurring every 90 minutes. The holding tank is being utilized to address power outages that are more common in the area. It is estimated that the eight units would be the equivalent three three-bedroom single family residences.
5. Occupancy per unit is less than what Fleck had indicated. There will be four units with lofts and those can have six occupants. Four units will not have lofts and they can have four occupants. Total maximum occupants per site would be forty, with an expected 20 to 30 per day.

N. Commissioners then asked questions.

1. Huling asked as to whether the water and septic was only designed for short term rental purposes, or was extra capacity factored in if these became permanent rentals? Tucker noted that the design of the septic will be for added capacity.
2. Weekes asked for further information regarding the septage holding tank and if it would have the capacity for power outages. Decker noted that the pump would not work, but return to its 90 minute cycle. Weekes clarified his question by asking what would occur for the two day outage? Tucker noted that the requirements for this system would be engineered and designed to meet both the County and State regulations. Weekes felt that this should be addressed by adding a condition to the CUP.
3. Weekes asked about washers and dryers. Tucker noted that there would be no such amenities in the units. However, there would be dishwashers in each unit. Laundry would be taken off site to be done, local laundromat.
4. Weekes asked about the water usage in total. Tucker noted that it would utilize the same water as three three-bedroom houses, each house expecting to use 360 gallons of water per day.
5. Weekes asked if the occupancy could be restricted regarding the number of vehicles permitted for each unit. Tucker stated that it is designed for only two vehicles and that that was what would be advertised. Huling noted that that would be one car per unit. Tucker shared he thought it would be a total of 2-4 cars in the winter, 8 cars in the mid season, and as high as 16 cars in the peak summer season.
6. Decker felt that there was a significant level of speculation going on and that the previous preproposal addressed these. Weekes felt that the Commission could put conditions in place regarding septic holding tank being big enough for two days due to outages. Nelson felt that the design and requirements were best left to the County. Decker agreed and noted that the system had to be engineered to get the County's approval.
7. Sasticum raised a question about the change in the number of occupants per unit which originally totaled 16, but that was now being changed in the discussion. She noted that

this was different from the SEPA checklist. Tucker responded that there is no regulatory limit per code on the number of guests per unit. Sasticum asked if the septic design took this change into consideration.

- O. Weekes asked to close the hearing and on a motion by Huling, seconded by Decker and a unanimous vote, the hearing was closed.
- P. The Commission then began their discussions.
 - 1. Weekes voiced his concern that the County may not take into consideration extended power outages regarding the septic design. He felt that the Commission could make a condition regarding the need for the septic holding tank to be prepared for a multiday power outage. Nelson did not want to add any such condition as the Commission members are not engineers. Weekes reiterated that the Commission could ask the engineers to ensure coverage for a two day power outage. Huling felt that the matter was best left with the County and the proponent's hired engineer as they would have the right information available to them. It had to be assumed that the engineer would plan for the extreme worse case scenarios as the engineer would not want the system to fail and have that liability come back upon them. Even with that, Weekes felt that the Commission could put conditions on to address this issue. Nelson felt that the matter was already addressed, Huling didn't want any condition to conflict with the permit situation.
 - 2. Weekes made a motion to add a condition that the septic holding tank be designed to address a two day failure. There was no second. Motion died for lack of a second.
- Q. On a motion by Decker, seconded by Huling, the Commission moved to considering the reaffirming the CUP. Fleck noted that findings and determinations were needed. Motion passed unanimously.

II. Determinations. Based upon the above findings, the Commission made the following determinations:

- A. Regarding occupancy, the Commission determined that a maximum occupancy would be between 16-40 people of the proposed eight units, but that maximum number occupants would be less as the daily occupancy of units would be average 50%. This position was adopted on a motion by Decker, seconded by Huling and passed unanimously.
- B. Regarding the impacts of the proposed development to issues of traffic, noise, intensity of use, and impacts to the neighborhood, the Commission determined that the staff report and the comments provided additional information and did not warrant changes. Motion by Decker, seconded by Huling and passed unanimously.
- C. The Commission determined that the development would be of minimal impact to an already mixed-use neighborhood served by an existing road. Motion by Huling, seconded by Nelson and passed unanimously.
- D. Based upon these, the Commission on a motion by Decker, seconded by Huling, reaffirmed the granting of a Conditional Use Permit to Tom Tucker for the proposed eight-unit tiny home small inn. The motion passed unanimously.

III. Decision.

Based upon the above findings and determinations, the Forks Planning Commission reaffirmed by an unanimous vote the Conditional Use Permit Application without adding additional conditions beyond what was originally imposed.

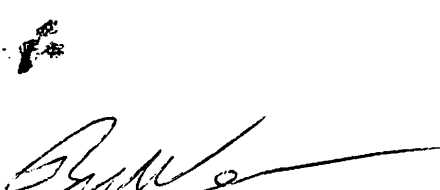
Commissioner Weekes was authorized to sign the decision based upon his determining that the documents adequately reflect the activities of the Commission during the meeting and the signed document would serve as the meeting minutes. Commissioner Huling made a motion providing such authorization with a second by Commissioner Nelson. Motion passed unanimously.

The Commission set the date for start of any subsequent appeal of the reaffirmed decision to start the day following the Chair's signing of the decision document. This was done on a motion by Decker, seconded by Huling and passed unanimously.

It was further agreed that the signed document would serve as the Commissions meeting minutes with additional agenda items to be noted in a footnote¹. Commissioner Decker made this motion which was seconded by Commissioner Huling and passed unanimously.

Signed this 23 July 2026 and in so signing certifying that the above reflects the proceedings of the Forks Planning Commission's special meeting held on 15 July 2026.

Brian Weekes
Chairman - Forks Planning Commission



¹ At 6:30 pm and the conclusion of the Remand Hearing, the Commission took a brief break and then proceeded with their consideration of the Conditional Use Permit for a mini storage expansion. See the Notice of decision for the details of that portion of the meeting. Afterwards, the Commission opened a public hearing on the draft development regulations, being the Forks Zoning Code, to which there was yet again, no public comment. Decker did inquire about discussions in Olympia to exempt cities from the GMA and if those were to come into existence, could the zoning code be reconsidered. Fleck noted that such attempts in the past had materialized, but that reconsideration could occur. Decker noted that a lot of effort seemed to be the state acting as 'big brother' and keeping its thumb on things. Decker noted that with str/tiny homes, being approved, this should allow for existing residential homes remaining long term homes for rent. He favored efforts that addressed the need of lodging increases, while protecting the private property rights of landowners. Motion to adjourn was made by Decker, seconded by Huling and passed unanimously.

**Notice of Approval of
CONDITIONAL USE PERMIT**

***Mini-Storage Expansion
121 S Elderberry***

Notice is hereby given that after the hearing held on 15 July 2026 by the Forks Planning Commission, the Commission approved a conditional use permit for the request of the zoning use described below.

Applicant: Karla Broughton with Cross Sound Consulting
on behalf of Nick Tucker
Forks Mini Storage, LLC
PO Box 1784
Sequim, WA 983822

**Location of
Property:** 121 S Elderberry Avenue
Forks, WA 98331

**Legal
Description
Property:** LOT 1 BLK 4 COPELAND'S FIRST ADD TO FORKS V4 OF PLATS P8
The property is located within the within the NE ¼ of the SW ¼ of the NE ¼ of Section 9,
Township 28N, Range 13 W, W.M. in Clallam Co. WA. Being approximately 1.05 acres.
Clallam County Parcel No: 132809520400

**Project
Description:** Proponent is seeking a conditional use permit (CUP) to expand an existing mini-storage facility. The proposed expansion would include two (2) new mini-storage structures, "Building 5" and "Building 6," for a total of six (6) mini-storage structures at the subject site. The expansion would amount to a total of 6,120 square feet of additional mini-storage floor area, creating 57 new storage units for rent. Building 5 is proposed to be a 30'x100' (3,000 square foot) structure, and Building 6 is proposed to be a 24'x130' (3,120 square foot) structure. The applicant also proposes to install asphalt at a width of 20' between Buildings 4 and 5 and between Buildings 5 and 6 for access to each of the proposed new structures, along with asphalt along the northern and southern facades of Building 5 as an extension of the existing drive aisles throughout the site. The proposed improvements would increase stormwater runoff at the site, which the applicant proposes to convey westward toward two existing stormwater catch basins at the NW and SW quadrants of the subject site.

Access to the mini-storage facility would remain unchanged and would continue to be provided from S Elderberry Avenue, a paved street. It is estimated that 1-2 additional PM peak vehicular daily trips will be created from the proposed expansion.

The site is located in the Low Density Commercial-High Density Residential Overlap (OL-1) zones, and must adhere to the zoning provisions of the more restrictive use (FMC 17.60.030(3)). Because the High Density Residential zone conditionally allows

mini-storage facilities, the proposed mini-storage facility expansion requires a CUP despite the Low Density Commercial's outright allowance of the use. The proponent has applied for its required CUP which will be considered by the Forks Planning Commission at a later undetermined date.

Notice is hereby given that the above-mentioned Applicant was granted by the Planning Commission a conditional use permit for the use described in the project description. The Forks Zoning Code requires a conditional use permit for mini-storage facilities. *See FMC 17.10.475.*

A copy of the findings, the determination and decision of the Forks Planning Commission on granting this permit is attached and incorporated herein by reference. However, only the Notice of Approval is being printed in the Forks Forum. A copy of those findings, determinations and the decision can be obtained from the City Attorney/Planner. It will be mailed to all attendees of record, and all required to receive a mailed copy of this notice pursuant to the Zoning Code.

APPEAL PROCESS

The Forks Planning Commission shall report to the City Council its findings regarding an application for a conditional use permit within fifteen (15) days of its decision with that starting from the date below. Any affected party, including a member of the City Council may appeal the decision to the City Council within fifteen (15) days of the date the report of the Forks Planning Commission is signed and then issued to the City Council.

The appeal and the required fees shall be filed in writing with the city clerk on forms established for this purpose. Once a hearing time is established proper notification shall be given concerning time, place and purpose of such a hearing and shall be in conformance with FMC 17.135, *et al.* Upon receipt of the appeal the city clerk shall publicize and schedule a public hearing by the council.

Within twenty-one (21) days of the close of any such hearing, the City Council shall affirm, reverse, remand, or modify (including attaching additional conditions) the decision of the Forks Planning Commission.

Individuals needing a copy of the application materials, the determinations of the Commission, or requiring additional information regarding this notice should contact Rod Fleck, City Attorney/Planner at 360/374-5412, ext. 245 or at 500 East Division, Forks, WA 98331.

Dated  of July 2026 pursuant to the authorization and direction of the Forks Planning Commission at its special meeting held on 15 July 2026.

Brian Weekes
Chair, Forks Planning Commission



Findings, Determinations and Decision
On the Conditional Use Application of

Mini-Storage Expansion
121 S Elderberry

I. Findings.

- A. The City received a conditional use request on 14 April 2026 for an expansion of an existing mini-storage facility located at 121 South Elderberry from Karla Boughton with Cross Sound Consulting acting on behalf of Nick Tucker, dba Forks Mini Storage, LLC., PO Box 1784, Sequim, WA 983822. The proposed expansion would consist of two buildings totaling 6,120 square feet creating 57 new storage units for rent. Building 5 is proposed to be a 30'x100' (3,000 square foot) structure, and Building 6 is proposed to be a 24'x130' (3,120 square foot) structure. The applicant also proposes to install asphalt at a width of 20' between Buildings 4 and 5 and between Buildings 5 and 6 for access to each of the proposed new structures, along with asphalt along the northern and southern facades of Building 5 as an extension of the existing drive aisles throughout the site. The proposed improvements would increase stormwater runoff at the site, which the applicant proposes to convey westward toward two existing stormwater catch basins at the NW and SW quadrants of the subject site.
- B. The property's legal description is Lot 1 of Block 4 of Copeland's First Addition to Forks as found in Vol. 4, Pg. 8 of Plats. It is located within the within the NE ¼ of the SW ¼ of the NE ¼ of Section 9, Township 28N, Range 13 W, W.M. in Clallam Co. WA. Being approximately 1.05 acres. Clallam County Parcel No: 132809520400
- C. The property is zoned Low Density Commercial/High Density Residential (OL-1). A conditional use permit was required for mini-storage facilities in the residential designation.
- D. As noted above the Applicant also provided the required State Environmental Policy Act (SEPA) checklist for review as part of this application process.
- E. Upon payment of appropriate fees review was undertaken. Review of the documents began there after by Kimberly Gunderson with Mahoney Planning, LLC working on behalf of the City of Forks. The SEPA review resulted in a mitigated determination of non-significance (SEPA MDNS) with specific requirements for mitigation. This decision was made on 18 June 2026.
- F. Notice of the MDNS was sent to the SEPA Register and to property owners within 500' of the border of the Applicant's property. It was published in the Forks Forum and posted on the City website.
- G. The mitigation requirements imposed in the SEPA MDNS were:
 - 1. Proponent will obtain a building permit for each proposed structure from the City of Forks prior to construction of the proposed development.
 - 2. All grading associated with the development must be done in accordance with a grading permit and the proponent must take precautions to ensure that silts and sediments do not leave the development area through the use of siltation fences or similar best management practices. Proponent will ensure that any soils, gravels, or materials used in association with the development of any space is from local sources and is monitored to ensure that invasive species such as scotch broom do not become established in the filled areas.
 - 3. Prior to any construction, proponents will request a utility locate by utilizing the State's Call Before You Dig program to determine locations of underground utilities in the project area. Proponents, and their contractors, are required to ensure the protection of such utilities during the construction period and may be required to work with utility providers to accommodate or relocate such utilities.

4. Proponents, their contractor, or any subcontractors, and their employees are required to immediately stop construction upon
 5. discovering any archeological resource(s), as well as any discovery of human remains. Further, they all shall be required to notify the City of Forks (Forks Police Department and City Attorney's Office), the Quileute Tribal Council, Hoh Tribal Council, and Department of Archeology and Historic Preservation. Failure to do so may result in state action and penalties.
 6. All stormwater drainage must be done pursuant to the terms of any grading and/or building permit.
 7. Exterior lighting for the development will be installed in such a manner as to direct light downward and towards the interior of the site, specifically oriented away from neighboring residences and adjacent properties.
 8. Any utility connection must be done pursuant to the utility providers' requirements in a manner that meets local, state and/or federal code requirements.
- G. Notice of the receipt of the conditional use application, public hearing notice, and SEPA MDNS were sent to all registered property owners located within 500 feet of the property site identified by the applicant.
- H. These items were also published in the Forks Forum.
- I. Department of Ecology provided comments on the proposed expansion regarding proper disposal of construction debris, use of clean fill, and water quality issues associated reducing stormwater runoff and the potential of the project needing a State "Construction Stormwater General Permit." Neither Gunderson or I felt that these comments warranted amending the MDNS.
- J. These materials were forwarded to the Applicant who agreed to handling the fugitive dust from the construction of the project.
- K. There was no appeal of the SEPA MDNS.
- L. The Planning Commission met on 15 July 2026 with Brian Weeks serving as the chair. Jason Huling, Dean Decker and Rob Nelson were present. In addition, Planner Fleck, Nick Tucker via ZOOM, Karla Broughton, Rebecca Madison, and Katherine Jackson were in attendance. The Commission had another agenda item¹ that they completed prior to considering the Nick Tucker request.
- M. Earlier, Maddie Jacoby, notary public, administered oaths to those that may testify. See attached.
- N. After the commencement of the meeting, which was called to order by Weekes, which consisted of adopting the Agenda and March meeting minutes, and the Commission turned to the agenda for this specific project and the advertised conditional use hearing.
- O. Fleck undertook the necessary appearance of fairness and conflict of interest inquiry with the Commission.
1. On the question regarding knowledge of the proponents or opponents or having conducted business with the proponents or the opponents, Decker disclosed that he knew and has done business with the property owner.
 2. No Commissioner indicated that they communicated with any the proponent on the parcel
 3. No Commissioner has communicated with either Nick Tucker regarding the proposal that is the subject of this hearing?
 4. No Commissioner had any financial or personal interest in the outcome of this hearing.
 5. No Commissioner was aware of their employer having a financial interest in this matter, or any interest in the outcome of this hearing.

6. No Commissioner lives on or owns property within 300 feet of the property
 7. No Commissioner had any special knowledge about the substance or the merits of this hearing which would or could cause a Commissioner to prejudge the outcome of this hearing.
 8. All four Commissioners believed that they could sit and hear this matter fairly and impartially, both as to the respective positions of the proponents and the opponents in this hearing?
- P. No one challenged any Commissioner based upon the answers they provided and the hearing proceeded.
- Q. Fleck went through his provided staff report which summarized the procedural aspects captured above. The substantive aspects noted that the MDNS addressed most things. The Commission should also incorporate the requirements noted in the Ecology letter.
- R. Karla Broughton spoke on behalf of the applicant, Nick Tucker, and noted that this was a straightforward proposal involving the construction of two new buildings in the eastern portion of the existing parcel. In developing the proposal, they developed the more restrictive of the two zoning designations' setbacks. The facility has sufficient room to address the on-site stormwater. She felt that there was no need to add to or correct materials in the staff report. She made herself available to ask questions.
- S. Weekes opened the public comment and there was no member of the public wanting to speak.
- T. Weekes then turned to his fellow Commissioners and asked if there were any questions. Decker noted that the application seemed to be very straight forward.
- U. Motion was passed to close the hearing, which was made by Huling, seconded by Decker and passed unanimously.
- V. The following findings were agreed upon by unanimous consent of the Commission:
1. Materials provided addressed issues associated with the permit, including the letter received from Ecology in response to the SEPA MDNS.
 2. Nelson made a motion, seconded by Huling, that any CUP approval must incorporate the MDNS conditions, noted above, and the matters noted in the Ecology response to the MDNS. This motion passed unanimously.
- W. With no other questions, the Commission turned to their determinations.

II. Determinations. Based upon the above findings, the Commission made the following determinations:

Commissioners agreed to grant the conditional use permit based upon the findings noted above. This approval was based on the motion made by Decker, seconded by Huling and unanimously adopted.

III. Decision.

Based upon the above findings and determinations, the Forks Planning Commission approved by unanimous vote the Conditional Use Permit Application incorporating the MDNS conditions and the matters raised by Ecology to be addressed in the construction permitting process.

Pursuant to the Forks Zoning Code, specifically that section regarding appeals, notice of the decision shall be provided to the City of Forks City Council, participants in the hearing, and those who have already received notice of the permit. Said notice shall provide information regarding the process of

appeal. Staff was authorized to prepare the necessary paperwork reflecting the Commissioners' decision pursuant to a motion made by Commissioner Nelson, seconded by Commissioner Huling. Motion passed unanimously.

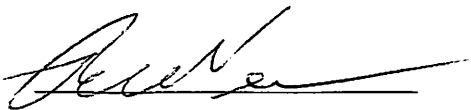
Commissioner Weekes was authorized to sign the decision based upon his determination that the documents adequately reflect the activities of the Commission during the meeting and the signed document would serve as the meeting minutes. Commissioner Decker made a motion providing such authorization with a second by Commissioner Huling. Motion passed unanimously.

Further, Commission adopted the date for the start of the appeal period to be the date following the Chair's signed approval. This motion was made by Decker, seconded by Huling, and passed unanimously.

It was further agreed that the signed document would serve as the Commissions meeting minutes with additional agenda items to be noted in a footnote². Commissioner Decker made this motion which was seconded by Commissioner Huling and which was passed unanimously.

Signed this 22 July 2026 and in so signing certifying that the above reflects the proceedings of the Forks Planning Commission's special meeting held on 15 July 2026.

Brian Weekes
Chairman - Forks Planning Commission



² The Planning Commission's prior activities are covered in the proceed to their consideration of the Conditional Use Permit for an 8-Unit Small Inn requested by Tom Tucker. See the Notice of decision for the details of that portion of the meeting. After this, Afterwards, the Commission opened a public hearing on the draft development regulations, being the Forks Zoning Code, to which there was yet again, no public comment. Decker did inquire about discussions in Olympia to exempt cities from the GMA and if those were to come into existence, could the zoning code be reconsidered. Fleck noted that such attempts in the past hand materialized, but that reconsideration could occur. Decker noted that a lot of effort seemed to be the state acting as 'big brother' and keeping its thumb on things. Decker noted that with str/tiny homes, being approved, this should allow for existing residential homes remaining long term homes for rent. He favored efforts that addressed the need of lodging increases, while protecting the private property rights of land owners. Motion to adjourn was made by Decker, seconded by Huling and passed unanimously. Afterwards, Fleck reminded Commissioners of their special meeting on 29 April 2026. Commissioners asked about the focus, and Fleck noted that it would only be a review, chapter by chapter, the proposed Comp Plan update. After additional brief discussion, the meeting was adjourned on a motion by Decker, seconded by Nelson which passed unanimously.