



WORK SESSION

BOARD OF CLALLAM COUNTY COMMISSIONERS

223 East 4th Street, Room 160
Port Angeles, Washington
January 5, 2026

Board of Clallam County Commissioner meetings will also be available virtually at:

If you would like to participate in the meeting via Zoom audio only, call 253-215-8782 and use meeting ID: 836 9266 4344 and passcode: 12345 and use *9 to raise your hand.

If you would like to participate in the meeting via Zoom video conference, visit <https://us06web.zoom.us/j/83692664344> and use meeting ID: 836 9266 4344 and passcode: 12345

This meeting can be viewed on a live stream at this link: <https://clallamcountywa.gov/meetings>

Public comment can be directed to the Clerk of the Board at 360-417-2256 or Loni.Gores@clallamcountywa.gov

Administration – 9 a.m.

- 1a Calendar/Correspondence
- 1b Discussion and next steps regarding election of Chair and Vice Chair for 2026
- 1c Resolutions appointing members to the Heritage Advisory Board
- 1d Discussion regarding items, legislative topics and projects to discuss with representatives
- 1e Agreement with Forks Chamber of Commerce for 2026 Hotel/Motel Tax Funds
- 1f Agreement with Neah Bay Chamber of Commerce for 2026 Hotel/Motel Tax Funds
- 1g Discussion and next steps regarding recommendations forwarded by the 2025 Charter Review Commission

General Discussion/Items for Future Agendas

- Department of Transportation Highway 101 Projects (3/23 at 9 a.m.)
- Joint Meeting with the Port of Port Angeles (4/27 at 11 a.m. Hosted at Port)
- Department of Transportation Highway 101 Projects (6/22 at 9 a.m.)
- Department of Transportation Highway 101 Projects (9/14 at 9 a.m.)
- Joint Meeting with the Port of Port Angeles (10/26 at 11 a.m. Hosted at BOCC)
- Department of Transportation Highway 101 Projects (12/7 at 9 a.m.)

EXECUTIVE SESSION – January 5, 2026 @ 12 and 12:15 p.m.

The Board of County Commissioners, pursuant to RCW 42.30.080, has scheduled a special meeting to be held on January 5, 2026 at 12 and 12:15 p.m. in the Commissioner’s Board Room, 223 East 4th Street, Port Angeles, Room 160.

The purpose of the special meeting is to facilitate an Executive Session with the Prosecuting Attorney’s Office, per RCW 42.30.110. No virtual option will be available.

The Executive Session is to discuss the following item(s):

- The purchase or sale of real estate – **12 – 12:15 p.m.**
- Agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party..... - **12:15 – 12:30 p.m.**

The Board may recess into Executive Session to consider employment or dismissal of personnel, to review the performance of a public employee, to consult with legal counsel, to consider the position to be taken in collective bargaining, to consider acquisition or sale of real estate, or other matters per RCW 42.30.110.

- Other items may be added at the discretion of the Board and additional Work Sessions may be scheduled if more time is needed to allow for adequate discussion.
- Written testimony presented by members of the public during the Board meeting is considered a public document and must be submitted to the Clerk of the Board. Copies of public documents from Board meetings are available by contacting the Public Records Department.



16

JAN 05 2026

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION Meeting Date: 1/5/26

REGULAR AGENDA Meeting Date:

Required originals approved and attached?

Will be provided on:

Item summary:

- | | | |
|---|--|---|
| <input type="checkbox"/> Call for Hearing | <input type="checkbox"/> Contract/Agreement/MOU - Contract # | |
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Proclamation | <input type="checkbox"/> Budget Item |
| <input type="checkbox"/> Draft Ordinance | <input type="checkbox"/> Final Ordinance | <input checked="" type="checkbox"/> Other – Discussion and next steps |

Documents exempt from public disclosure attached:

Executive summary:

Discussion and next steps on election of BOCC Chair and Vice Chair for 2026.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**

N/A

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Discussion on election of BOCC Chair and Vice Chair for 2026.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Departments/Employee/Stakeholder attending meeting: Board of Commissioners

Date submitted: 12-29-25

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Election of Chair and Vice Chair 2026
Revised: 3-04-2019

10
JAN 05 2026



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION Meeting Date: 1-5-26

REGULAR AGENDA Meeting Date: 1-13-26

Required originals approved and attached?
Will be provided on:

Item summary:

- Call for Hearing
- Resolution
- Draft Ordinance
- Contract/Agreement/MOU - Contract #
- Proclamation
- Final Ordinance
- Budget Item
- Other

Documents exempt from public disclosure attached:

Executive summary:

Vacancies exist on the Heritage Advisory Board due to expiration of terms.

A press release was issued September 2025 soliciting applications from interested citizens. The current members with the expiring terms were notified and requested to be considered for an additional term. One new application was received.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**
N/A

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Recommended approval of a Resolution appointing/reappointing members to the Heritage Advisory Board.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Board of Commissioners/Employee/Stakeholder attending meeting: Board of Commissioners

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Heritage Advisory Board 1-13-26
Revised: 3-04-2019



RESOLUTION _____, 2026

REAPPOINTING AND APPOINTING MEMBERS TO THE
HERITAGE ADVISORY BOARD

THE BOARD OF CLALLAM COUNTY COMMISSIONERS finds as follows:

1. Vacancies exist on the Heritage Advisory Board due to expiration of terms.
2. A press release was issued September 2025 soliciting applications from interested citizens. The current members with the expiring terms were notified and requested to be considered for an additional term. One new application was received.

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

1. **Paula Hunt** is reappointed to represent District II for a term expiring December 31, 2029.
2. **Mike Doherty** is reappointed to represent District III for a term expiring December 31, 2029.
3. **Nancy Messmer** is reappointed to represent District III for a term expiring December 31, 2029.
4. **Derrick Eberle** is appointed to represent District I for a term expiring December 31, 2029.

PASSED AND ADOPTED this 13th day of January 2026

BOARD OF CLALLAM COUNTY COMMISSIONERS

Mark Ozias

Randy Johnson

ATTEST:

Loni Gores, MMC, Clerk of the Board

Mike French

cc: Appointee
A22.161
BOCC



1d
JAN 05 2026

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION Meeting Date: 1/5/2026

REGULAR AGENDA Meeting Date:

Required originals approved and attached?

Will be provided on:

Item summary:

- Call for Hearing
- Resolution
- Draft Ordinance
- Contract/Agreement/MOU - Contract #
- Proclamation
- Final Ordinance
- Budget Item
- Other - Discussion

Documents exempt from public disclosure attached:

Executive summary:

Discussion Items with Federal Representatives:
Commissioner Ozias will be in Washington, DC the week of January 12 and will make time to meet with our federal representatives and/or their staffs to highlight issues of importance to Clallam County. The purpose of today's discussion will be to determine which issues, legislative topics, projects or other areas of focus are most important to bring to our representatives' attention.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**
N/A

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Discussion items with Federal Representatives.

County Official signature & print name: Loni Gores Loni Gore, Clerk

Name of Department/Employee/Stakeholder attending meeting: Board of Commissioners

Date submitted: 12-10-25

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting - Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Discussion with Federal Representatives 1-5-26
Revised: 3-04-2019

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JAN 0 5 2026



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION Meeting Date: 1-5-26

REGULAR AGENDA Meeting Date: 1-13-26

Required originals approved and attached?

Will be provided on:

Item Summary:*

- Call for Hearing
 - Resolution
 - Draft Ordinance
 - Contract/Agreement/MOU**
 - Proclamation
 - Final Ordinance
 - Contract # 19925.26.013
 - Budget Item
 - Other
- Documents exempt from public disclosure attached:

Executive summary:

Personal Services Agreement with the Forks Chamber of Commerce in the amount of \$65,000 for 2026 Hotel/Motel Tax Funds.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**
\$65,000

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Please review and sign.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners – Randy Johnson

Relevant Departments: Board of Commissioners

* Work Session Meeting - Submit 1 single sided/not stapled copy
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)



PERSONAL SERVICES AGREEMENT

Contract Number: 19925.26.013

THIS AGREEMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Forks Chamber of Commerce
Address: PO Box 1249
Forks, WA 98331
Phone N^o: 360-374-2531

(hereinafter called "Contractor").

This Agreement is comprised of:

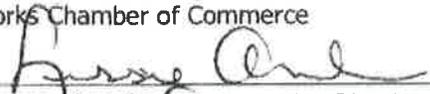
- Attachment A – Scope of Work
- Attachment B – Compensation
- Attachment C – General Conditions
- Attachment D – Special Terms and Conditions
- Attachment E – (specify)

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Agreement shall commence on the 1st day of January 2026 and shall, unless terminated as provided elsewhere in the Agreement, terminate on the 31st day of December 2026.

IN WITNESS WHEREOF, the parties have executed this Agreement on this day of 20__.

Forks Chamber of Commerce


Name: Lissy Andros, Executive Director

CLALLAM COUNTY

Mike French, Chair, Board of Commissioners

Date: 12-24 2025

ATTEST:

Loni Gores, MMC, Clerk of the Board

Originals: BOCC
Vendor
Initiating Department
Copies: 5

THIS CONTRACT HAS BEEN APPROVED AS TO
FORM BY THE CLALLAM COUNTY PROSECUTING
ATTORNEY

SCOPE OF WORK

The lodging tax grant will be used to assist with the operation of a special event/festival and operation of a capital expenditure of a tourism-related facility. See ATTACHMENT E for full applications regarding the Forks Chamber of Commerce LTAC request 2026.

COMPENSATION

1. **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of \$65,000 for the completed work set forth in Attachment "A.". Payments for completed tasks shall be made no more frequently than monthly; quarterly; semi-annually; annually; at completion of project; other (specify) One payment in the amount of \$65,000 to be paid when the contract is fully executed.

OR

b. HOURLY RATES: For services rendered, the County shall compensate the Contractor at the following hourly rates:

| <i>Name/Position</i> | <i>Hourly Rate</i> |
|----------------------|--------------------|
|----------------------|--------------------|

Payments for completed tasks shall be made no more frequently than monthly; quarterly; semi-annually; annually; at completion of project; other (specify) .

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify) .

In no event shall Contractor be compensated in excess of _____ DOLLARS (\$ _____) for the completed work set forth in Attachment "A."

2. AND

a. The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

OR

b. The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

OR

c. Other (specify):

GENERAL CONDITIONS

1. **Scope of Contractor's Services.** The Contractor agrees to provide to the County services and any materials set forth in the project narrative identified as Attachment A during the agreement period. No material, labor, or facilities will be furnished by the County, unless otherwise provided for in the Agreement.
2. **Accounting and Payment for Contractor Services.** Payment to the Contractor for services rendered under this Agreement shall be as set forth in Attachment B. Unless specifically stated in Attachment B, the County will not reimburse the Contractor for any costs or expenses incurred by the Contractor in the performance of this contract.

The County shall compensate the Contractor through the County voucher system for the Contractor's service pursuant to the fee schedule set forth in Attachment B.

3. **Delegation and Subcontracting.** Contractor's services are deemed personal and no portion of this contract may be delegated or subcontracted to any other individual, firm or entity without the express and prior written approval of the County Project Manager.
4. **Independent Contractor.** The Contractor's services shall be furnished by the Contractor as an independent contractor and nothing herein contained shall be construed to create a relationship of employer/employee or master/servant.

The Contractor acknowledges that the entire compensation for this Agreement is specified in Attachment B and the Contractor is not entitled to any county benefits including, but not limited to: vacation pay, holiday pay, sick leave pay, medical, dental or other insurance benefits, or any other rights or privileges afforded to Clallam County employees. The Contractor represents that it maintains a separate place of business, serves clients other than the County, will report all income and expense accrued under this contract with the Internal Revenue Service on a business tax schedule, and has a tax account with the State of Washington Department of Revenue for payment of all sales and use and Business and Occupation taxes collected by the State of Washington.

In the event that either the state or federal government determines that an employer/employee or master/servant relationship exists rather than an independent contractor relationship such that Clallam County is deemed responsible for federal withholding, social security contributions, workers compensation and the like, the Contractor agrees to reimburse Clallam County for any payments made or required to be made by Clallam County. Should any payments be due to the Contractor pursuant to this Agreement, the Contractor agrees that reimbursement may be made by deducting from such future payments a pro rata share of the amount to be reimbursed.

Notwithstanding any determination by the state or federal government that an employer/employee or master/servant relationship exists, the Contractor, its officers, employees and agents, shall not be entitled to any benefits which Clallam County provides to its employees.

5. **No Guarantee of Employment.** The performance of all or part of this contract by the Contractor shall not operate to vest any employment rights whatsoever and shall not be deemed to guarantee any employment of the Contractor or any employee of the Contractor or any subcontractor or any employee of any subcontractor by the County at the present time or in the future.
6. **Regulations and Requirements.** This Agreement shall be subject to all federal, state and local laws, rules, and regulations.

7. Right to Review. This contract is subject to review by any federal or state auditor. The County shall have the right to review and monitor the financial and service components of this program by whatever means are deemed expedient by the County Project Manager. Such review may occur with or without notice, and may include, but is not limited to, on-site inspection by County agents or employees, inspection of all records or other materials which the County deems pertinent to the Agreement and its performance, and any and all communications with or evaluations by service recipients under this Agreement. The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for three (3) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.
8. Modifications. Either party may request changes in the Agreement. Any and all agreed modifications shall be in writing, signed by each of the parties.
9. Termination for Default. If the Contractor defaults by failing to perform any of the obligations of the contract or becomes insolvent or is declared bankrupt or makes an assignment for the benefit of creditors, the County may, by depositing written notice to the Contractor in the U.S. Mail, postage prepaid, terminate the contract, and at the County's option, obtain performance of the work elsewhere. If the contract is terminated for default, the Contractor shall not be entitled to receive any further payments under the contract. Any extra cost or damage to the County resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor agrees to bear any extra expenses incurred by the County in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the County by reason of such default.

If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

10. Termination for Public Convenience. The County may terminate the contract in whole or in part whenever the County determines, in its sole discretion that such termination is in the interests of the County. Whenever the contract is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed for completed items of work. An equitable adjustment in the contract price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this contract by the County at any time during the term, whether for default or convenience, shall not constitute a breach of contract by the County.
11. Termination Due to Insufficient Funds. If sufficient funds for payment under this contract are not appropriated or allocated or are withdrawn, reduced, or otherwise limited, the County may terminate this contract upon five (5) days written notice to the Contractor. No penalty or expense shall accrue to the County in the event this provision applies.
12. Termination Procedure. The following provisions apply in the event that this Agreement is terminated:
 - (a) The Contractor shall cease to perform any services required hereunder as of the effective date of termination and shall comply with all reasonable instructions contained in the notice of termination, if any.

- (b) The Contractor shall provide the County with an accounting of authorized services provided through the effective date of termination.
- (c) If the Agreement has been terminated for default, the County may withhold a sum from the final payment to the Contractor that the County determines necessary to protect itself against loss or liability.
13. Defense and Indemnity Agreement. The Contractor agrees to defend, indemnify and save harmless the County, its appointed and elected officers, agents and employees, from and against all loss or expense, including but not limited to claims, demands, actions, judgments, settlements, attorneys' fees and costs by reason of any and all claims and demands upon the County, its elected or appointed officials or employees for damages because of personal or bodily injury, including death at any time resulting therefrom, sustained by any person or persons and on account of damage to property including loss of use thereof, whether such injury to persons or damage to property is due to the negligence of the Contractor, his/her subcontractors, its successor or assigns, or its or their agent, servants, or employees, the County, its appointed or elected officers, employees or their agents, except only such injury or damage as shall have been occasioned by the sole negligence of the County, its appointed or elected officials or employees. It is further provided that no liability shall attach to the County by reason of entering into this contract, except as expressly provided herein.
14. Industrial Insurance Waiver. With respect to the performance of this Agreement and as to claims against the County, its appointed and elected officers, agents and employees, the Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, as now or hereafter amended, for injuries to its employees and agrees that the obligations to indemnify, defend and hold harmless provided in this Agreement extend to any claim brought by or on behalf of any employee of the Contractor. Along with the other provisions of this Agreement, this waiver is mutually negotiated by the parties to this Agreement.
15. Venue and Choice of Law. In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Agreement, the venue of such action shall be in the courts of the State of Washington in and for the County of Clallam. This Agreement shall be governed by the law of the State of Washington.
16. Withholding Payment. In the event the County Project Manager determines that the Contractor has failed to perform any obligation under this Agreement within the times set forth in this Agreement, then the County may withhold from amounts otherwise due and payable to Contractor the amount determined by the County as necessary to cure the default, until the County Project Manager determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to termination or damages, provided that the County promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than ten (10) days after it determines to withhold amounts otherwise due. A determination of the County Project Manager set forth in a notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord with the provision of the Disputes clause of this Agreement. The County may act in accordance with any determination of the County Project Manager which has become conclusive under this clause, without prejudice to any other remedy under the Agreement, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount paid or incurred from amounts due or to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to the Contractor by reason of good faith withholding by the County under this clause.

17. Rights and Remedies. The duties and obligations imposed by this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available bylaw.
18. Contractor Commitments, Warranties and Representations. Any written commitment received from the Contractor concerning this Agreement shall be binding upon the Contractor, unless otherwise specifically provided herein with reference to this paragraph. Failure of the Contractor to fulfill such a commitment shall render the Contractor liable for damages to the County. A commitment includes, but is not limited to any representation made prior to execution of this Agreement, whether or not incorporated elsewhere herein by reference, as to performance of services or equipment, prices or options for future acquisition to remain in effect for a fixed period, or warranties.
19. Patent/Copyright Infringement. Contractor will defend, indemnify and save harmless County, its appointed and elected officers, agents and employees from and against all loss or expense, including but not limited to claims, demands, actions, judgments, settlements, attorneys' fees and costs by reason of any and all claims and demands upon the County, its elected or appointed officials or employees for damages because of the Contractor's alleged infringement on any patent or copyright. The Contractor will pay those costs and damages attributable to any such claims that are finally awarded against the County, its appointed and elected officers, agents and employees in any action. Such defense and payments are conditioned upon the following:
- (a) That Contractor shall be notified promptly in writing by County of any notice of such claim.
 - (b) Contractor shall have the right, hereunder, at its option and expense, to obtain for the County the right to continue using the information, in the event such claim of infringement, is made, provided no reduction in performance or loss results to the County.
20. Disputes:
- (a) General. Differences between the Contractor and the County, arising under and by virtue of the contract documents shall be brought to the attention of the County at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The records, orders, rulings, instructions, and decision of the County Project Manager shall be final and conclusive thirty (30) days from the date of mailing unless the Contractor mails or otherwise furnishes to the County Administrator a written notice of appeal. The notice of appeal shall include facts, law, and argument as to why the conclusions of the County Project Manager are in error.

In connection with any appeal under this clause, the Contractor and County shall have the opportunity to submit written materials and argument and to offer documentary evidence in support of the appeal. Oral argument and live testimony will not be permitted. The decision of the County Administrator for the determination of such appeals shall be final and conclusive. Reviews of the appellate determination shall be brought in the Superior Court of Clallam County within fifteen (15) days of mailing of the written appellate determination. Pending final decision of the dispute, the Contractor shall proceed diligently with the performance of this Agreement and in accordance with the decision rendered.
 - (b) Notice of Potential Claims. The Contractor shall not be entitled to additional compensation or to extension of time for (1) any act or failure to act by the County Project Manager or the County, or (2) the happening of any event or occurrence, unless the Contractor has given the County a written Notice of Potential Claim within ten (10) days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the County. The written Notice of

Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall keep full and complete daily records of the work performed, labor and material used, and all costs and additional time claimed to be additional.

- (c) **Detailed Claim.** The Contractor shall not be entitled to claim any such additional compensation, or extension of time, unless within thirty (30) days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the County, the Contractor has given the County a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.
21. **Ownership of Items Produced.** All writings, programs, data, art work, music, maps, charts, tables, illustrations, records or other written, graphic, analog or digital materials prepared by the Contractor and/or its consultants or subcontractors, in connection with the performance of this Agreement shall be the sole and absolute property of the County and constitute "work made for hire" as that phrase is used in federal and/or state intellectual property laws and Contractor and/or its agents shall have no ownership or use rights in the work.
22. **Recovery of Payments to Contractor.** The right of the Contractor to retain monies paid to it is contingent upon satisfactory performance of this Agreement, including the satisfactory completion of the project described in the Scope of Work (Attachment A). In the event that the Contractor fails, for any reason, to perform obligations required of it by this Agreement, the Contractor may, at the County Project Manager's sole discretion, be required to repay to the County all monies disbursed to the Contractor for those parts of the project that are rendered worthless in the opinion of the County Project Manager by such failure to perform.

Interest shall accrue at the rate of 12 percent (12%) per annum from the time the County Project Manager demands repayment of funds.

23. **Project Approval.** The extent and character of all work and services to be performed under this Agreement by the Contractor shall be subject to the review and approval of the County Project Manager. For purposes of this Agreement, the County Project Manager is:

Name: Clallam County
 Title: Board of Commissioners Office and Finance Departments
 Address: 223 East 4th Street, Port Angeles, WA 98362
 Telephone: 360-417-2256 and 360-417-2382
 E-mail: loni.gores@clallamcountywa.gov and Eleanor.Hill@clallamcountywa.gov

In the event there is a dispute with regard to the extent and character of the work to be done, the determination of the County Project Manager as to the extent and character of the work to be done shall govern subject to the Contractor's right to appeal that decision as provided herein.

24. **Non-Discrimination.** The Contractor shall not discriminate against any person on the basis of race, creed, political ideology, color, national origin, sex, marital status, sexual orientation, age, or the presence of any sensory, mental or physical handicap.

25. Subcontractors. In the event that the Contractor employs the use of any subcontractors, the contract between the Contractor and the subcontractor shall provide that the subcontractor is bound by the terms of this Agreement between the County and the Contractor. The Contractor shall insure that in all subcontracts entered into, Clallam County is named as an express third-party beneficiary of such contracts with full rights as such.
26. Third Party Beneficiaries. This agreement is intended for the benefit of the County and Contractor and not for the benefit of any third parties.
27. Standard of Care. The Contractor shall perform its duties hereunder in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession as Contractor currently practicing under similar circumstances. The Contractor shall, without additional compensation, correct those services not meeting such a standard.
28. Time is of the Essence. Time is of the essence in the performance of this contract unless a more specific time period is set forth in either the Special Terms and Conditions or Scope of Work.
29. Notice. Except as set forth elsewhere in the Agreement, for all purposes under this Agreement, except service of process, any notices shall be given by the Contractor to the County Project Manager. Notice to the Contractor for all purposes under this Agreement shall be given to the person executing the Agreement on behalf of the Contractor at the address identified on the signature page.
30. Severability. If any term or condition of this contract or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this contract are declared severable.
31. Precedence. In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:
 - (a) Applicable federal, state and local statutes, ordinances and regulations;
 - (b) Scope of Work (Attachment A) and Compensation (Attachment B);
 - (c) Special Terms and Conditions (Attachment D); and
 - (d) General Conditions (Attachment C).
32. Waiver. Waiver of any breach or condition of this contract shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this contract shall be held to be waived, modified or deleted except by an instrument, in writing, signed by the parties hereto.
33. Attorney Fees. In the event that litigation must be brought to enforce the terms of this agreement, the prevailing party shall be entitled to be paid reasonable attorney fees.
34. Construction. This agreement has been mutually reviewed and negotiated by the parties and should be given a fair and reasonable interpretation and should not be construed less favorably against either party.
35. Survival. Without being exclusive, Paragraphs 4, 7, 13-19, 21-22 and 31-35 of these General Conditions shall survive any termination, expiration or determination of invalidity of this Agreement in whole or in part. Any other Paragraphs of this Agreement which, by their sense and context, are intended to survive shall also survive.

36. Entire Agreement. This written contract represents the entire Agreement between the parties and supersedes any prior statements, discussions or understandings between the parties except as provided herein.

SPECIAL TERMS AND CONDITIONS

1. **Reporting.** The Contractor shall submit written progress reports to the County Project Manager as set forth below:

- With each request for payment.
- Monthly.
- Quarterly.
- Semi-annually.
- Annually.
- Project completion.
- Other (specify):

Progress reports shall include, at a minimum, the following:

Reports shall include any problems, delays or adverse conditions which will materially affect the Contractor's ability to meet project objectives or time schedules together with a statement of action taken or proposed to resolve the situation. Reports shall also include recommendations for changes to the Scope of Work, if any. Payments may be withheld if reports are not submitted.

2. **Insurance.** The Contractor shall maintain in full force and effect during the term of this Agreement, and until final acceptance of the work, public liability and property damage insurance with companies or through sources approved by the state insurance commissioner pursuant to RCW Title 48, as now or hereafter amended. The County, its appointed and elected officials, agents and employees, shall be specifically named as additional insureds in a policy with the same company which insures the Contractor or by endorsement to an existing policy or with a separate carrier approved pursuant to RCW Title 48, as now or hereafter amended, and the following coverages shall be provided:

- COMPREHENSIVE GENERAL LIABILITY:**

| | | |
|---------------------------------|-------------|----------------|
| Bodily injury, including death. | \$1,000,000 | per occurrence |
| Property damage | \$1,000,000 | per occurrence |
- ERRORS AND OMISSIONS or PROFESSIONAL LIABILITY with an Extended Reporting Period**

| | | |
|------------------------------|----|----------------|
| Endorsement (two year tail). | \$ | per occurrence |
|------------------------------|----|----------------|
- WORKERS COMPENSATION:**

| | | |
|--|------------------|--|
| | Statutory amount | |
|--|------------------|--|
- AUTOMOBILE: coverage on owned, non-owned, rented and hired vehicles**

| | | |
|---|----|----------------|
| Bodily injury, liability, including death | \$ | per occurrence |
| Property damage liability | \$ | per occurrence |

If the Errors and Omissions or Professional Liability insurance obtained is an occurrence policy as opposed to a claims-made policy, the Extended Reporting Period Endorsement is not required.

Any such insurance carried by the Contractor shall be primary over any insurance carried by Clallam County and the Contractor shall ensure that such insurances is primary. The County shall have no obligation to report occurrences unless a claim or lawsuit is filed with it and the County has no obligation to pay any insurance premiums.

Evidence of primary insurance coverage shall be submitted to the County Project Manager within twenty (20) days of the execution of the Agreement. The Agreement shall be void ab initio if the proof of coverage is not timely supplied.

The coverage limits identified herein shall not limit the potential liability of the Contractor and the Contractor's duty to defend, indemnify and hold harmless shall apply to any liability beyond the scope of insurance coverage.

- 3. Liquidated Damages. For delays in timely completion of the work to be done or missed milestones of the work in progress, the Contractor shall be assessed _____ Dollars (\$ _____) per day as liquidated damages and not as a penalty because the County finds it impractical to calculate the actual cost of delays. Liquidated damages will not be assessed for any days for which an extension of time has been granted. No deduction or payment of liquidated damages will, in any degree, release the Contractor from further obligations and liabilities to complete the entire project.

- 4. Other (specify):.

Attachment E



RECEIVED
CLALLAM CO. COMMISSIONERS

**LODGING TAX FUNDING APPLICATION
2026**

OCT 09 2025

1...2...3...A...

@1250pm
ll

GUIDELINES

Clallam County lodging tax paid by visitors is a consumer tax on lodging charges for periods of less than 30 consecutive days for hotels, motels, rooming houses, private campgrounds, RV parks, and similar facilities within the unincorporated areas of Clallam County.

This application is for applicable large-scale events, projects or infrastructure improvements only. Minimum grant is \$5,000. Marketing requests should be directed to the Olympic Peninsula Visitor Bureau (OPVB) Tourism Enhancement Grant program.

I **AMOUNT of Lodging Tax Requested:** \$ 75,000.00

II **Agency/Organization Name:** Forks Chamber of Commerce

Organization is Government Entity 501(c)3 501(c)6 Other
Federal Tax ID No. 91-0779896 UBI Number 602 909 174

III **Project/Activity/Event:** Forever Twilight in Forks Festival / VIC Staffing / Capital Improvement Project

IV **Representative Contact Information:**

Name, Title Lissy Andros, executive director
Mailing Address PO Box 1249, Forks, WA 98331
Phone(s) 360-374-2531
Email director@forkswa.com

V **Service Categories, check all applicable:**

- Tourism Promotion/Marketing (individual marketing request, contact OPVB)
- Operation of a Special Event/Festival designed to attract tourists
- Operation of a Tourism-Related Facility owned or operated by Non-Profit Organization
- Operation and/or Capital Expenditure of a Tourism-Related Facility owned by a Municipality

CERTIFICATION

- I am the authorized agent of the Agency/Organization applying for Lodging Tax funding. I understand and affirm that:
- If awarded, my organization intends to enter into a contract with Clallam County and meet all specified requirements of that contract.
- My Agency/Organization is required to submit a report documenting economic impact results in a format determined by Clallam County.

Signature

Date: 10-8-2025

Lissy Andros
Print or Type Name

LODGING TAX APPLICATION – REQUIRED SUPPLEMENTAL QUESTIONS

(You may use this Supplemental Questions form or type the questions and answers on separate sheets)

1. How will the project/program help increase the number of people traveling to Clallam County for business or pleasure on a trip?

We are seeking funds for three different projects:

Forever Twilight in Forks Festival (FTF) Operations \$40,000

Forks Visitor Information Center (VIC) Staffing \$25,000

Forks Visitor Information Center (VIC) Generator \$10,000

Forever Twilight in Forks Festival, September 10-13, 2026 is a very niche event that draws around 2500 people from all over the world to the Olympic Peninsula for 2-10 days. In 2025 we had our biggest event to date with tons of media exposure. All lodging businesses on the West End of Clallam County benefitted from the event.

We have **free events** to draw people here, along with ticketed events. Tickets go on sale on Oct 21st with great enthusiasm from attendees. We also plan free events so that we can encourage people to travel here who might not be able to purchase tickets.

Our 2025 final schedule is attached as a sample.

The Forks Visitor Information Center is the busiest non-National Park visitor center on the Olympic Peninsula and welcomes thousands of visitors to our facility annually. Our visitor stats are attached. The Olympic Peninsula Visitor Bureau and individual communities spend thousands of dollars to bring people to the area, and their efforts are very successful. The Forks VIC is tasked with accommodating those visitors that are spending the night, or several nights, and day-trippers so that they get the most out of their visit and return often. Providing funds for staffing would increase the overall experience of those visitors by allowing us to provide sufficient staffing. We are open 360 days a year with 3-5 people working depending on the time of year.

We would like to add an automatic generator to the visitor center infrastructure so that we can continue to help people when the power is out. According to Clallam PUD: "The West End being particularly vulnerable to longer outages due to a lack of transmission redundancy in the event of a Bonneville Power Administration outage."

Power outages are very common on the West End, but uncommon to many travelers. In the summer if we have a power outage it's very inconvenient but we try to keep the VIC open to help visitors when they need help the most. From Oct – Mar it's a bigger challenge to keep the VIC open with no power and a lack of natural light. We can't subject our staff members to the cold and dark, so we usually close (even in mid-day).

The overall project will be in the \$22k range, and we have asked for \$5k from the City of Forks (as it would be a permanent addition to the VIC, and therefore become part of VIC infrastructure which the City owns) and the Chamber is committed to paying for part of the project.

2. How will the project/program help increase paid overnight accommodation in Clallam County?

We find that many of our FTF attendees stay longer each time they visit with many staying an average of 7 days during our festival. In 2025 we welcomed around 3000+ people to Forks from Wed-Sun. We continue to set records with visitor stats and lodging taxes. With the help of Clallam Co LTAC, we can continue to offer the great event we are known for producing. In late October we are being awarded with "Event & Event Producer" of the Year award from the Washington Festivals & Events Association for 2025. We plan to use the funds to secure special guests.

Our VIC projects will enable us to serve visitors and will ensure that they have all the information needed to have a wonderful experience and return often.

3. How will the project/program encourage visitors to come from a distance greater than 50 miles, either for the day or for an overnight visit? If so, please describe how.

Since Forks is so rural, 99% of our FTF attendees are from more than 50 miles. Our schedule is packed with so many activities, most people don't want to come for just the day. Our event is 4+ days with "pre-festival" events on the Wednesday before, and then four days of scheduled events.

Lodging businesses already have reservations in place for 2026's event.

Our VIC projects will help visitors by virtue of us being open and available, with plenty of staffing to meet their needs.

4. How will the project/program encourage visitors to come from another country or state?

Through our social media presence (including our public pages and a private FB group that has almost 23k members) and investing in bringing various influencers to our events, we have a very broad reach. In 2025 we had numerous articles about the FTF Festival, and we were featured on the Sept 17th episode of Nightline, and Good Morning America. The reach for this is immeasurable.

Twilight has been published in over 49 languages, so as fans find out that Forks is a real place we continue to broaden our reach.

Our VIC projects will help visitors by virtue of us being open and available, with plenty of staffing to meet their needs.

5. If the project/program is an event, please provide the name, date(s) and estimated attendance.

Forever Twilight in Forks Festival
September 9, 2026 for pre-festival events
September 10-13, 2026
Estimated attendance is 2500

2026 Tourism-Impact Estimate

(Actual must be completed by applicants who had a Clallam County Lodging Tax Contract in 2025)

State law governing the distribution of lodging tax funds requires they be used primarily to encourage visitors from out of the area, so do your best!

| As a direct result of your proposed tourism-related service, please provide: | 2026 Estimate | 2025 Actual | Methodology |
|--|---------------|-------------|-----------------------|
| a. Overall attendance at your event/activity/facility | 2500 | 2981 | Representative Survey |
| b. Number of people who travel more than 50 miles for your event/activity/facility | 2475 | 2951 | Representative Survey |
| c. Of the people who travel more than 50 miles, the number of people who travel from another country or state. | 1881 | 2242 | Representative Survey |
| d. Of the people who travel more than 50 miles, the number of people who stay overnight in the unincorporated Clallam County area. | 875 | 900 | Representative Survey |
| e. Of the people staying overnight, the number of people who stay in PAID accommodations e.g. hotel, motel, bed-breakfast, RV park, in the unincorporated Clallam County area. | 710 | 750 | Representative Survey |
| f. Number of paid lodging room nights resulting from your event/activity/facility. | 750 | 800 | Representative Survey |

6. Is there a host hotel for your event? If yes, please identify.

No

7. Describe the prior success of your event/activity/facility in attracting tourists.

There is no other event on earth like ours. We focus solely on this fandom and cater to the fans in a way that they can't experience elsewhere. We have many repeat customers and new ones which keep us going strong.

Our success is documented in increased ticket sales, visitor stats, and lodging tax receipts. Many of our lodging businesses have already been booked for the 2026 dates.

Our visitor center is a destination within itself, and we continue to set records for visitors stopping in. Our grounds are very welcoming and we have the Forks Timber Museum located next door, along with many trails for different activity levels, and the Loggers Memorial.

8. Describe your target tourist audience (location, demographics, etc.)

Our target audience for the FTF Festival is Twilight fans from around the world. This includes families (we are a family friendly event), couples, friend trips, singles, and anyone who loves Twilight, great food, and tons of fun. We are finding that more men are attending our event too.

9. Describe how you will promote your event/activity/facility to attract tourists.

We promote the FTF festival through social media including Instagram (78k followers), Facebook (43k followers) and our private FB Group (22.4k members). We also advertise through interviews for digital reporting, podcasts, news interviews, mailing lists, visitor guides and packets, social media influencers, and we let people know about it year-round at the Visitor Center and FTF Collection.

10. Describe how the event/activity/facility will help promote lodging establishments, restaurants, and businesses located in the unincorporated area of Clallam County.

We advertise restaurants, businesses, and lodging establishments in unincorporated Clallam County through the visitor center, social media, print ads, lodging guides, our website, visitor guides, and personal communications, and through any other means we can find.

11. Are you applying for Lodging Tax funds from another community (yes or no)? If yes, indicate below where applying and for how much. Do NOT attach a copy of the application.

FTF Festival - We applied for \$50k from City of Forks and \$5k from Jefferson County.

VIC Staffing – We applied for \$165K from the City of Forks as part of our overall VIC Operations and Tourism Marketing LTAC application. We applied to Jefferson County for \$31k. Our overall proposed staffing cost for 2026 is around \$168k.

VIC Generator – We applied for \$5k from City of Forks and \$5k from Jefferson County.

12. What is the overall budget for your event/activity/facility? \$ 996146.00 is our complete budget What percent of the budget are you requesting from Clallam County Lodging Tax Fund? 8% of complete budget

FTF Festival Budget is projected to be \$357,480 and our ask is 12% of that budget.
VIC Staffing Budget is projected to be \$168k and our ask is 15%
VIC Generator Budget is \$22k and our ask is 46%

13. Please describe your plans for securing the remainder of the funds necessary to complete your event/activity/facility.

FTF Festival – Ticket sales, sponsorships, vendor revenue, and fundraisers.
VIC Staffing – LTAC Grants, merch sales
VIC Generator – We hope to get funds to proceed with this project, but if funding doesn't come through we will not proceed.

Proposed 2026 Budget 2026 notes

| Income | |
|--|---|
| Savings | 7,000.00 2k for scholarships; 5k for lighting project |
| Dues | 18,000.00 |
| Dues - Sponsor Dues | 15,000.00 |
| Interest Earned - 1st Federal | 150.00 |
| Forever Twilight in Forks Festival | |
| | |
| Ticket Sales | 288,000.00 |
| Sponsorships | will receive some sponsor monies |
| Sponsorships for special guest | |
| Sponsorships (First Fed Tents) | 0.00 |
| Sponsorships - defer to 2021 | |
| Public Support | 6,000.00 These are funds received from auction fundraiser |
| City Investment | 50,000.00 |
| Port of Port Angeles Grant | |
| Port of Port Angeles Grant - defer to 2021 | |
| Clallam County LTAC | 40,000.00 |
| Jefferson County LTAC | 5,000.00 |
| Misc. | 2,500.00 1500 City; 1000 bazaar fees |
| Contingency | |
| Forever Twilight in Forks Collection | |
| City Investment | 36,000.00 24 Collection exp; 12 parking |
| Public Support | 25,000.00 |
| Hickory Shirt Heritage Days | |
| Grants | 1,500.00 |
| Public Support | 500.00 |
| Credit Card Surcharges | 10,000.00 |
| Sales | 200,000.00 |
| Public Support - Miscellaneous | 1,000.00 |
| Public Support - Miscellaneous (vis packets) | 1,500.00 |
| Public Support - Earmarked for Scholarships | 400.00 |

| | |
|--|----------------------|
| Public Support - Earmarked for Shred Event | 1,000.00 |
| Grants | |
| Grants | |
| OPVB Tourism | 7,500.00 |
| OPVB VIC | 5,000.00 |
| Clallam County LTAC (generator) | 10,000.00 |
| Clallam County LTAC (VIC Costs) | 25,000.00 |
| Sales/Advertising | |
| Lodging Board | 2,000.00 |
| Webcam Sponsorship | 1,500.00 |
| Logging Tour Public Support | 500.00 |
| City Investment | 165,000.00 |
| West Jeff. Co | 71,096.00 |
| Total Income | \$ 996,146.00 |

Expenses

Operations

| | |
|---------------------------------|---------------------|
| Wages-Director Costs - Lissy | 67,000.00 |
| Wages-Benefits | 7,795.00 |
| Payroll Taxes-Employer (Lissy) | 5,000.00 |
| Computer Maintenance | 250.00 |
| Professional Development | 2,000.00 |
| Telephone | 1,260.00 |
| Travel Expenses | 4,358.00 |
| Guest Lunches | 950.00 |
| Dues - AWB | 350.00 |
| Dues - WTA | 500.00 |
| Insurance-Director/BOD Coverage | 1,049.00 |
| City Leasehold Tax | 664.00 |
| Total Operations | \$ 91,176.00 |

VC Costs

| | |
|-------------------------------------|-----------|
| VIC Employee Wages | 98,000.00 |
| Web Manager | 9,000.00 |
| Director of Customer Services Wages | 39,000.00 |
| DCS Payroll Taxes - Employer | 3,900.00 |

| | | |
|--------------------------------|-----------|---|
| DCS Benefits | | 3,900.00 |
| Payroll Taxes-Employer | | 13,000.00 |
| Copy Machine | | 9,300.00 |
| Misc. Supplies | | 4,000.00 |
| Office Supplies | | 2,000.00 |
| VIC Equipment | | 200.00 |
| Accounting Services | | 4,000.00 |
| Insurance - Auto | | 2,338.00 |
| Insurance - Liability | | 1,970.00 |
| Postage (Newsletters, bills) | | 150.00 |
| Telephone | | 3,000.00 |
| PUD | | 2,350.00 |
| Trash collection | | 785.00 |
| Volunteer Training/Recognition | | 200.00 |
| Building Maintenance | | 25,000.00 Generator \$22k / \$10k, \$7k Chamber |
| Total VC Costs | \$ | 222,093.00 |

Cost of Sales

| | | |
|----------------------------|-----------|-------------------|
| Purchases for Resale | | 99,000.00 |
| Shipping Costs | | 200.00 |
| Credit Card Fees | | 18,000.00 |
| PayPal Fees | | 100.00 |
| Form 990 Tax | | 1,200.00 |
| Business & Occupation Tax | | 42.00 |
| Total Cost of Sales | \$ | 118,542.00 |

Capitol Equipment

| | | |
|-----------|--|---------------|
| Equipment | | 300.00 |
|-----------|--|---------------|

Contingency - Total

220.00

Community Service

| | | |
|--|--|----------|
| Community Service Projects | | 1,500.00 |
| Community Service Projects - downtown lights | | 5,000.00 |
| Community Service Projects - Shred Event | | 2,000.00 |
| Customer Service Workshop | | 0.00 |
| New Business Welcome Gifts | | |
| Scholarships | | 2,000.00 |

| | | |
|--------------------------------|-----------|------------------|
| Best of The Year | | 1,700.00 |
| Logging Tour | | 1,000.00 |
| Total Community Service | \$ | 13,200.00 |

Events

| | | |
|-----------------------------|-----------|-----------------|
| 4th of July | | 600.00 |
| Hot Thunder Night | | 0.00 |
| Hickory Shirt Heritage Days | | 1,500.00 |
| Other/Halloween | | 250.00 |
| Total Events | \$ | 2,350.00 |

Fundraisers

- Wine & Cheese
- Misc

Total Fundraisers

Forever Twilight in Forks Festival

| | | | |
|--|--|-----------|---|
| Admin | | 14,000.00 | lodging for volunteers, influencers, etc. |
| Advertising/Social Media | | 0.00 | |
| Collection | | 0.00 | |
| Contingency | | | |
| Castmembers (travel, lodging, etc.) | | 25,500.00 | |
| Event - Paint & Graze | | 3,000.00 | |
| Event Decorating / Rentals | | 40,000.00 | |
| Event Decorating / Rentals (Tents) | | 13,000.00 | |
| Event Food / Beverages / Liquor License | | | |
| Friday Breakfast | | 6,400.00 | |
| Bella Italia | | 16,000.00 | |
| Friday Night | | 9,500.00 | |
| Saturday Night | | 10,000.00 | |
| Sunday Brunch | | 13,000.00 | |
| Wine, Beer | | | |
| Other (including P&G, Cooking Class, Sunda | | 6,000.00 | |
| Meet and Mingle | | 1,705.00 | |
| Event Music / DJ Saturday Night | | 2,600.00 | |
| Event Parking | | 200.00 | |
| Event Venue Rental & Cleaning (RAC) | | 6,000.00 | |

| | | |
|---|-----------|--------------------|
| Event Venue Rental (others) | | 7,500.00 |
| Event Venue Bathroom Trailer | | 3,400.00 |
| Goodie Bags | | 0.00 |
| ICN Office Space | | 3,275.00 |
| Insurance | | 1,400.00 |
| Misc./5k/Shuttle Services | | 10,000.00 |
| MISC COVID | | 0.00 |
| Movie Licensing | | 500.00 |
| Paypal Fees | | 12,000.00 |
| Photobooth/Photography | | 4,500.00 |
| Photos | | 4,500.00 |
| Planning/ Gotomeeting.com | | 0.00 |
| Prizes/Silent Auction items | | 1,500.00 |
| Schedules / Printed Materials | | |
| Security | | 2,000.00 |
| Special Guests | | 140,000.00 |
| Survey Monkey | | |
| Special Guest - special | | |
| Total Forever Twilight in Forks Festival | \$ | 357,480.00 |
| | | |
| Forever Twilight in Forks Collection | | |
| Rent | | \$18,755.00 |
| Parking | | 12000.00 |
| Electricity | | 800.00 |
| Storage / Office Space | | 3774.00 |
| Mannequins / Displays | | 300.00 |
| Insurance | | 1500.00 |
| Misc. Supplies | | 1000.00 |
| Internet | | 1200.00 |
| Alarm | | 400.00 |
| Total Forever Twilight in Forks Collection | | \$39,729.00 |
| | | |
| Promotional Tools | | |
| Forks Color Brochure | | 5,000.00 |
| Total Promotional Tools | | \$5,000.00 |

Local CO-OP Projects

| | | |
|-----------------------------------|-----------|---------------|
| Lodging Guide | | |
| Lodging Board | | 285.00 |
| Total Local CO-OP Projects | \$ | 285.00 |

Forks Advertising

| | | |
|---------------------------------|-----------|--|
| Postage (Requested information) | | 700.00 |
| ISP/dsl & Modem | | 1,500.00 |
| PDN Visitor Guide | | 6,150.00 |
| Web Hosting | | 1,625.00 |
| Upgrade Website | | 1,000.00 |
| WebCam | | 2,300.00 |
| Advertising - Tourism | | 39,000.00 2025 2999x12; 4k fb ads; 4500 misc |
| Advertising - local | | 7,400.00 \$700 monthly /splits between local and tourism |
| Total Forks Advertising | \$ | 59,675.00 |

Regional Co-op Marketing

15,000.00 Olympic Peninsula Tourism Commission

West Jefferson County Pass-Through

| | | |
|--|-----------|------------------|
| ONP Kalaloch VC Staff | | 25,649.00 |
| VIC Staffing | | 31,447.00 |
| Tourism Marketing | | 9,000.00 |
| Generator Project | | 5,000.00 |
| Total W Jefferson County Pass-Through | \$ | 71,096.00 |

Total Expenses

\$ 996,146.00

Year-to-Date Surplus (Loss)

\$0.00



WASHINGTON
Secretary of State
 Corporations & Charities Division

Filed
 Secretary of State
 State of Washington
 Date Filed: 02/25/2025
 Effective Date: 02/25/2025
 UBI #: 602 909 174

Annual Report

BUSINESS INFORMATION

Business Name:
FORKS CHAMBER OF COMMERCE

UBI Number:
602 909 174

Business Type:
WA NONPROFIT CORPORATION

Business Status:
ACTIVE

Principal Office Street Address:
1411 S FORKS AVE, FORKS, WA, 98331, UNITED STATES

Principal Office Mailing Address:
PO BOX 1249, FORKS, WA, 98331-1249, UNITED STATES

Expiration Date:
03/31/2026

Jurisdiction:
UNITED STATES, WASHINGTON

Formation/Registration Date:
03/19/2009

Period of Duration:
PERPETUAL

Inactive Date:

Nature of Business:
CHAMBER OF COMMERCE

NONPROFIT GROSS REVENUE CERTIFICATION

Per RCW 24.03A.960 does the Nonprofit certify that its total gross revenue in the most recent fiscal year was less than \$500,000? - Yes

NONPROFIT CORPORATION'S EIN

Nonprofit EIN: **91-0779896**

REGISTERED AGENT RCW 23.95.410

| Registered Agent Name | Street Address | Mailing Address |
|-----------------------|----------------|-----------------|
|-----------------------|----------------|-----------------|

FORKS CHAMBER OF
COMMERCE

1411 S FORKS AVE, FORKS, WA, 98331-9383,
UNITED STATES

PO BOX 1249, FORKS, WA, 98331-1249,
UNITED STATES

PRINCIPAL OFFICE

Phone:
3603742531

Email:
DIRECTOR@FORKSWA.COM

Street Address:
1411 S FORKS AVE, FORKS, WA, 98331, USA

Mailing Address:
PO BOX 1249, FORKS, WA, 98331-1249, USA

GOVERNORS

| Title | Type | Entity Name | First Name | Last Name |
|----------|------------|-------------|------------|-----------|
| GOVERNOR | INDIVIDUAL | | LISSY | ANDROS |
| GOVERNOR | INDIVIDUAL | | BRUCE | PAUL |
| GOVERNOR | INDIVIDUAL | | CHRISTI | BARON |
| GOVERNOR | INDIVIDUAL | | DIANA | REAUME |
| GOVERNOR | INDIVIDUAL | | MELENE | BOURM |

NATURE OF BUSINESS

- CHAMBER OF COMMERCE

CHARITABLE NONPROFIT CORPORATION

Is the Nonprofit Corporation a Charitable Nonprofit as defined by RCW 24.03A.010(6)? - No

CONTROLLING INTEREST

1. Does this entity own (hold title) real property in Washington, such as land or buildings, including leasehold improvements?
- No
2. In the past 12 months, has there been a transfer of at least 16-2/3 percent of the ownership, stock, or other financial interest in the entity?
- No
 - a. If "Yes", in the past 36 months, has there been a transfer of controlling interest (50 percent or greater) of the ownership, stock, or other financial interest in the entity?
- No
3. If you answered "Yes" to question 2a, has a controlling interest transfer return been filed with the Department of Revenue?
- No

You **must** submit a Controlling Interest Transfer Return form if you answered "Yes" to questions 1 and 2a.

Failure to report a Controlling Interest Transfer is subject to penalty provisions of RCW 82.45.220.

For more information on **Controlling Interest**, visit www.dor.wa.gov/REET.

RETURN ADDRESS FOR THIS FILING

Attention:
Email:
Address:

UPLOAD ADDITIONAL DOCUMENTS

Do you have additional documents to upload? - **No**

EMAIL OPT-IN

By checking this box, I hereby opt into receiving all notifications from the Secretary of State for this entity via email only. I acknowledge that I will no longer receive paper notifications.

AUTHORIZED PERSON

I am an authorized person.

Person Type:
INDIVIDUAL

First Name:
TARA

Last Name:
FLETCHER

Title:
ACCOUNTANT

This document is hereby executed under penalty of law and is to the best of my knowledge, true and correct.

| | Approved 2025 Budget | AUG YTD 2025 Actual | % | JAN-AUG 2024 YTD | Aug | 2025 notes |
|--|----------------------|------------------------|---------|---------------------|----------|---|
| Income | | | | | | |
| Savings | 7,000.00 | 0.00 | 0% | | | 2k for scholarships; 5k for lighting project |
| Dues | 18,000.00 | 15,970.00 | 89% | 13,610.00 | | |
| Dues - Sponsor Dues | 15,000.00 | 14,790.00 | 99% | 14,850.00 | | |
| Interest Earned - 1st Federal | 150.00 | 1,818.90 | 1213% | 114.92 | 458.29 | |
| Forever Twilight in Forks Festival | | | | | | |
| | | | | | | 400x500=240,000 VIT; 225x89=20,025 and 200x50=10,000 totaling \$30,025 Party; 3000 Salmon Dinner; 11000 Meet and Greet totals \$284025.00; \$4000 for cooking & paint and graze |
| Ticket Sales | 288,000.00 | 296,598.66 | 103% | 247,959.25 | 572.49 | will receive some sponsor monies |
| Refunded Ticket Sales | | -2,476.74 | #DIV/0! | -1,979.96 | -1824.25 | |
| Sponsorships | | 0.00 | #VALUE! | 1,384.00 | | |
| Sponsorships (First Fed Tents) | 3,000.00 | 3,000.00 | 100% | | | 733.80 These are funds received from auction fundraiser |
| Public Support | 6,000.00 | 733.80 | 12% | | | |
| City Investment | 50,000.00 | 2,475.00 | 5% | | | |
| Clallam County LTAC | 40,000.00 | 40,000.00 | 100% | 35,000.00 | | |
| Misc. | 2,500.00 | 6,102.00 | 244% | 850.00 | 200.00 | 1500 City; 1000 bazaar fees |
| Contingency | | | #VALUE! | | | |
| Forever Twilight in Forks Collection | | | | | | |
| City Investment | 36,000.00 | 28,728.23 | 80% | 15,500.00 | | 24 Collection exp; 12 parking |
| Public Support | 25,000.00 | 30,711.55 | 123% | 18,993.78 | 7257.50 | |
| Misc. | | 0.00 | | | | |
| Hickory Shirt Heritage Days | | | | | | |
| Grants | 1,500.00 | 1,431.80 | 95% | | | Port of Port Angeles grant received |
| Public Support | 500.00 | 0.00 | 0% | | | |
| Credit Card Surcharges | 10,000.00 | 2,020.02 | | | 338.38 | This is new in 2025 |
| Sales | 200,000.00 | 180,413.65 | 90% | 133,288.08 | 28302.45 | |
| Public Support - Miscellaneous | 1,000.00 | 8,205.12 | 821% | 820.35 | 81.78 | *reimbursed 7764.90 by WEBPA |
| Public Support - Miscellaneous (vis packets) | 1,500.00 | 1,867.52 | 125% | 1,589.23 | 192.94 | |
| Public Support - Earmarked for Scholarships | 400.00 | 2,223.00 | 556% | | 1000.00 | |
| Public Support - Earmarked for Shred Event | 1,000.00 | 1,000.00 | 100% | | | public support from Forks Outfitters |
| Grants | | | | | | |
| Grants | | 0.00 | | | | |

| | Approved 2025 Budget | AUG YTD 2025 Actual | % | JAN-AUG 2024 YTD | Aug | 2025 notes |
|---------------------------------|----------------------|------------------------|------------|----------------------|--------------------|----------------------------|
| OPVB Tourism | 7,500.00 | 0.00 | 0% | | | |
| OPVB VIC | 5,000.00 | 0.00 | #REF! | | | |
| Sales/Advertising | | | | | | |
| Lodging Board | 2,000.00 | 900.00 | 45% | 1,650.00 | 750.00 | |
| Lodging Guide | | 0.00 | #VALUE! | | | |
| Web Ads | | 0.00 | #VALUE! | 150.00 | | |
| Webcam Sponsorship | 1,500.00 | 1,448.40 | 97% | 1,445.40 | | QOR sponsors cameras |
| Logging Tour Public Support | 500.00 | 1,078.00 | 216% | 676.00 | 233.00 | |
| City Investment | 165,000.00 | 49,274.50 | 30% | 100,705.22 | | |
| West Jeff. Co | 61,297.00 | 30,648.50 | 50% | 25,000.00 | | |
| Total Income | \$ 949,347.00 | \$718,961.91 | 76% | \$ 615,786.27 | \$38,296.38 | |
| Expenses | | | | | | |
| Operations | | | | | | |
| Wages-Director Costs - Lissy | 67,000.00 | 44,420.00 | 66% | 42,802.40 | 5412.96 | est 4% raise from 2024 |
| Wages-Benefits | 7,795.00 | 4,783.14 | 61% | 4,352.68 | 648.61 | Health ins7303; Dental 492 |
| Payroll Taxes-Employer (Lissy) | 5,000.00 | 2,735.74 | 55% | 3,072.83 | | |
| Computer Maintenance - | 250.00 | 0.00 | 0% | | | |
| Professional Development | 2,000.00 | 1,113.27 | 56% | 689.76 | 18.45 | |
| Telephone | 1,260.00 | 716.17 | 57% | 911.09 | | |
| Travel Expenses | 4,358.00 | 2,293.29 | 53% | 3,928.13 | 158.82 | |
| Guest Lunches | 950.00 | 674.23 | 71% | 482.60 | | |
| Dues - AWB | 350.00 | 350.00 | 100% | 350.00 | | |
| Dues - WTA | 500.00 | 500.00 | 100% | 500.00 | | |
| Insurance-Director/BOD Coverage | 1,049.00 | 1,049.00 | 100% | 1,040.00 | | |
| City Leasehold Tax | 664.00 | 332.00 | 50% | 332.00 | | |
| Total Operations | \$ 91,176.00 | \$ 58,966.84 | 65% | \$ 58,461.49 | \$6,238.84 | |

| | Approved 2025 Budget | AUG YTD 2025 Actual | % | JAN-AUG 2024 YTD | Aug | 2025 notes |
|-------------------------------------|----------------------|----------------------|------------|----------------------|--------------------|---------------------------------------|
| VC Costs | | | | | | |
| VIC Employee Wages | 78,000.00 | 88,985.68 | 114% | 74,437.48 | 14632.54 | 2024 was \$114,215; 2025 is \$109,447 |
| Web Manager | 9,000.00 | 4,684.22 | 52% | 5,850.53 | 478.50 | |
| Director of Customer Services Wages | 39,000.00 | 24,351.05 | 62% | 18,987.95 | 3146.36 | est 3% raise from 2024 |
| DCS Payroll Taxes - Employer | 3,900.00 | 1,636.44 | 42% | 1,443.71 | 107.87 | |
| DCS Benefits | 3,900.00 | 2,620.90 | 67% | 2,265.83 | 339.73 | 3402 + 492 |
| Payroll Taxes-Employer | 13,000.00 | 9,222.62 | 71% | 8,191.70 | 586.25 | |
| Copy Machine | 9,300.00 | 6,157.56 | 66% | 5,746.89 | 1134.31 | |
| Misc. Supplies | 4,000.00 | 7,604.80 | 190% | 8,099.93 | 582.35 | |
| Office Supplies | 2,000.00 | 1,633.91 | 82% | 1,467.26 | 110.76 | |
| VIC Equipment | 200.00 | 0.00 | 0% | | | |
| Accounting Services | 4,000.00 | 2,490.82 | 62% | 2,038.00 | 243.00 | |
| Insurance - Auto | 2,338.00 | 3,666.00 | 157% | 1,871.00 | | |
| Insurance - Liability | 1,970.00 | 1,970.00 | 100% | 1,874.00 | | |
| Postage (Newsletters, bills) | 150.00 | 21.05 | 14% | | 21.05 | |
| Telephone | 3,000.00 | 2,240.81 | 75% | 1,889.92 | 286.49 | |
| PUD | 2,350.00 | 1,765.76 | 75% | 1,590.19 | 191.24 | |
| Trash collection | 785.00 | 429.01 | 55% | 401.17 | 76.17 | |
| Volunteer Training/Recognition | 200.00 | 0.00 | 0% | 76.17 | | |
| Building Maintenance | 5,000.00 | 338.70 | 7% | 844.77 | | |
| Total VC Costs | \$ 182,093.00 | \$ 159,819.33 | 88% | \$ 137,076.50 | \$21,936.62 | |
| Cost of Sales | | | | | | |
| Purchases for Resale | 99,000.00 | 92,852.13 | 94% | 68,417.21 | 18736.34 | |
| Shipping Costs | 200.00 | 0.00 | 0% | 20.25 | | |
| Credit Card Fees | 18,000.00 | 3,486.60 | 19% | 10,606.03 | 726.80 | |
| PayPal Fees | 100.00 | 21.78 | 22% | 15.26 | | |
| Form 990 Tax | 1,200.00 | 0.00 | 0% | | | |
| Business & Occupation Tax | 42.00 | 0.00 | 0% | | | |
| Total Cost of Sales | \$ 118,542.00 | \$ 96,360.51 | 81% | \$ 79,058.75 | \$19,463.14 | |

| | Approved 2025 Budget | AUG YTD 2025 Actual | % | JAN-AUG 2024 YTD | Aug | 2025 notes |
|---|----------------------|------------------------|-------------|---------------------|-----------------------|---|
| Capitol Equipment | | | | | | |
| Equipment | 300.00 | 0.00 | 0% | 0.00 | | |
| Contingency - Total | 220.00 | 0.00 | 0% | 0.00 | | |
| Community Service | | | | | | |
| Community Service Projects | 1,500.00 | 8,344.00 | 556% | 475.00 | | 69.10 Kids movie offset with donations; WEB christmas lig |
| Community Service Projects - downtown lig | 5,000.00 | | 0% | | | from savings |
| Community Service Projects - Shred Event | 2,000.00 | 1,950.00 | 98% | | | 1950.00 for truck; Bruce to pay 1/2 |
| Scholarships | 2,000.00 | 1,000.00 | 50% | 2,000.00 | | |
| Best of The Year | 1,700.00 | 2,285.69 | 134% | 1,539.42 | | |
| Logging Tour | 1,000.00 | 643.02 | 64% | 1,352.50 | | |
| Total Community Service | \$ 13,200.00 | \$ 14,222.71 | 108% | \$ 5,366.92 | <u>\$69.10</u> | |
| Events | | | | | | |
| 4th of July | 600.00 | 104.59 | 17% | 550.24 | | |
| Hickory Shirt Heritage Days | 1,500.00 | 1,562.48 | 104% | 0.00 | | highway banner |
| Other/Halloween | 250.00 | 0.00 | 0% | 0.00 | | |
| Total Events | \$ 2,350.00 | \$ 1,667.07 | 71% | \$ 550.24 | \$ - | |

| | Approved 2025 Budget | AUG YTD 2025 Actual | % | JAN-AUG 2024 YTD | Aug | 2025 notes |
|--|----------------------|------------------------|------------|----------------------|---------------------|-------------------------------|
| Forever Twilight in Forks Festival | | | | | | |
| Admin | 14,000.00 | 12,897.44 | 92% | 6,560.60 | 7342.44 | volunteer, influencer lodging |
| Castmembers (travel, lodging, etc.) | 25,500.00 | 23,302.59 | 91% | 22,710.24 | 19775.43 | |
| Event - Paint & Graze | 3,000.00 | 2,200.00 | 73% | | 1700.00 | |
| Event Decorating / Rentals | 40,000.00 | 5,000.00 | 13% | 3,000.00 | 5000.00 | |
| Event Decorating / Rentals (Tents) | 13,000.00 | 0.00 | 0% | | | |
| Event Food / Beverages / Liquor License | | | #VALUE! | | | |
| Friday Breakfast | 6,400.00 | 6,000.00 | 94% | 4,800.00 | 6000.00 | |
| Bella Italia | 16,000.00 | 7,000.00 | 44% | 7,037.96 | 7000.00 | |
| Friday Night | 9,500.00 | 2,000.00 | 21% | 2,000.00 | 2000.00 | |
| Saturday Night | 10,000.00 | 2,000.00 | 20% | 2,000.00 | 2000.00 | |
| Sunday Brunch | 13,000.00 | 3,000.00 | 23% | 3,000.00 | 3000.00 | |
| Other (including Cooking Class, Sunday Meet and Mingle) | 6,000.00 | 2,600.00 | 43% | 2,600.00 | 2600.00 | |
| Meet and Mingle | 1,705.00 | 0.00 | 0% | | | |
| Event Music / DJ Saturday Night | 2,600.00 | 0.00 | 0% | | | |
| Event Parking | 200.00 | 100.00 | 50% | 100.00 | 100.00 | |
| Event Venue Rental & Cleaning (RAC) | 6,000.00 | 3,235.00 | 54% | 3,185.00 | 150.00 | |
| Event Venue Rental (others) | 7,500.00 | 9,835.00 | 131% | 6,917.25 | 800.00 | |
| Event Venue Bathroom Trailer | 3,400.00 | 3,448.05 | 101% | | 2586.04 | |
| Goodie Bags | 0.00 | 0.00 | #DIV/0! | 11,459.01 | | |
| ICN Office Space | 3,275.00 | 2,475.00 | 76% | 2,771.84 | | 2475+800 conf room |
| Insurance | 1,400.00 | 1,406.63 | 100% | 1,378.35 | 1406.63 | |
| Misc./5k/Shuttle Services | 10,000.00 | 5,419.43 | 54% | 4,018.64 | 3187.67 | |
| Movie Licensing | 500.00 | 510.00 | 102% | 500.00 | | |
| Paypal Fees | 12,000.00 | 2,693.78 | 22% | 7,552.99 | | for 2026 |
| Photobooth/Photography | 4,500.00 | 1,810.76 | 40% | 5,967.14 | 1086.00 | |
| Photos | 4,500.00 | 2,500.00 | 56% | 6,000.00 | 2500.00 | |
| Prizes/Silent Auction items | 1,500.00 | 689.93 | 46% | 744.58 | 100.00 | |
| Security | 2,000.00 | 0.00 | 0% | | | |
| Special Guests | 140,000.00 | 120,448.44 | 86% | 127,465.10 | 65351.47 | |
| Total Forever Twilight in Forks Festival | \$ 357,480.00 | \$ 220,572.05 | 62% | \$ 231,768.70 | \$133,685.68 | \$32020 surplus |

| | Approved 2025 Budget | AUG YTD 2025 Actual | % | JAN-AUG 2024 YTD | Aug | 2025 notes |
|---|----------------------|------------------------|------------|---------------------|-------------------|---|
| Forever Twilight in Forks Collection | | | | | | |
| Rent | \$18,755.00 | 18,754.96 | 100% | 12,000.00 | | lodging tax |
| Parking | 12000.00 | 8,000.00 | 67% | | 1000.00 | lodging tax |
| Electricity | 800.00 | 541.39 | 68% | 525.33 | 73.92 | |
| Storage / Office Space | 3774.00 | 3,773.27 | 100% | 2,500.00 | | lodging tax |
| Mannequins / Displays | 300.00 | 0.00 | 0% | | | |
| Insurance | 1500.00 | 1,209.00 | 81% | 1,260.00 | | |
| Misc. Supplies | 1000.00 | 1,519.79 | 152% | 2,451.76 | 100.00 | |
| Internet | 1200.00 | 1,200.00 | 100% | 1,200.00 | | |
| Alarm | 400.00 | 277.92 | 69% | 260.56 | 34.74 | |
| Total Forever Twilight in Forks Collection | \$39,729.00 | \$ 35,276.33 | 89% | \$20,197.65 | \$1,208.66 | |
| Promotional Tools | | | | | | |
| Forks Color Brochure | 5,000.00 | 0.00 | 0% | | | |
| Total Promotional Tools | \$5,000.00 | \$ - | 0% | \$0.00 | | |
| Local CO-OP Projects | | | | | | |
| Lodging Guide | | 0.00 | #VALUE! | | | |
| Lodging Board | 285.00 | 190.00 | 67% | 190.00 | 23.75 | |
| Total Local CO-OP Projects | \$ 285.00 | \$ 190.00 | 67% | \$ 190.00 | \$23.75 | |
| Forks Advertising | | | | | | |
| Postage (Requested information) | 700.00 | 1,331.23 | 190% | 772.01 | 107.00 | |
| ISP/dsl & Modem | 1,500.00 | 960.00 | 64% | 960.00 | 120.00 | |
| PDN Visitor Guide | 6,150.00 | 3,250.00 | 53% | 3,250.00 | | |
| Web Hosting | 1,625.00 | 914.55 | 56% | 1,233.17 | 200.00 | |
| Upgrade Website | 1,000.00 | 1,494.89 | 149% | 568.05 | 21.83 | |
| WebCam | 1,300.00 | 840.00 | 65% | 840.00 | 105.00 | |
| Advertising - Tourism | 39,000.00 | 32,221.86 | 83% | 24,637.07 | 4000.77 | 2999x12; 4k fb ads; 4500 misc |
| Advertising - local | 7,400.00 | 2,911.50 | 39% | 875.00 | | \$700 monthly /splits between local and tourism |
| Total Forks Advertising | \$ 58,675.00 | \$ 43,924.03 | 75% | \$ 33,135.30 | \$4,554.60 | |

| | Approved 2025 Budget | AUG YTD 2025 Actual | % | JAN-AUG 2024 YTD | Aug 2025 notes |
|--|----------------------|----------------------|--------------|----------------------|---|
| Regional Co-op Marketing | 15,000.00 | 9,734.44 | 65% | 10,470.81 | 705.53 Olympic Peninsula Tourism Commission |
| West Jefferson County Pass-Through | | | | | |
| ONP Kalaloch VC Staff | 20,350.00 | 20,350.00 | 100% | 18,500.00 | |
| Mailing & Distribution | 500.00 | 0.00 | 0% | | |
| VIC Staffing | 31,447.00 | 0.00 | 0% | | |
| Tourism Marketing | 9,000.00 | 2,075.00 | 23% | 2,645.00 | |
| Total W Jefferson County Pass-Through | \$ 61,297.00 | \$ 22,425.00 | 37% | \$ 21,145.00 | \$0.00 |
| Total Expenses | \$ 945,347.00 | \$ 663,158.31 | 70% | \$ 606,946.47 | \$187,885.92 |
| Year-to-Date Surplus (Loss) | \$4,000.00 | \$55,803.60 | 1395% | \$ 8,839.80 | (\$149,589.54) |

| | |
|---------------------|--------------|
| August Income | \$ 38,296 |
| August Expense | \$ (187,886) |
| August Surplus/Loss | \$ (149,590) |

September 2025 Room Tax Report

| | January | February | March | April | May | June | July | August | September | October | November | December | Full Year | YTD | % Change over prior YTD | YTD-over-YTD % change from 2019 |
|-----------------|-------------|-------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|----------------|-------------------------|---------------------------------|
| Clallam | \$78,176.28 | \$80,109.20 | \$132,147.05 | \$29,501.94 | \$144,364.08 | \$166,996.94 | \$261,607.97 | \$310,019.47 | \$273,876.08 | \$266,399.45 | \$217,226.17 | \$123,943.88 | \$1,477,198.91 | \$1,477,198.91 | 4.82% | 129.38% |
| 2025 | \$60,741.79 | \$70,762.03 | \$112,927.33 | \$115,299.87 | \$140,885.40 | \$155,244.77 | \$205,662.20 | \$266,244.40 | \$280,495.48 | \$230,245.41 | \$203,092.91 | \$100,920.77 | \$1,736,837.37 | \$1,409,263.27 | 17.19% | 118.84% |
| 2024 | \$58,949.27 | \$55,738.41 | \$99,500.62 | \$63,119.24 | \$110,307.80 | \$134,598.33 | \$180,516.76 | \$234,491.47 | \$255,256.38 | \$230,245.41 | \$182,578.41 | \$110,337.43 | \$1,651,862.42 | \$1,202,578.28 | 4.93% | 86.74% |
| 2023 | \$61,655.81 | \$61,942.93 | \$94,697.66 | \$102,318.23 | \$121,982.73 | \$126,841.89 | \$153,765.97 | \$198,802.60 | \$224,118.46 | \$212,620.30 | \$198,433.27 | \$169,412.80 | \$1,484,829.07 | \$1,021,048.13 | 119.68% | 58.55% |
| 2022 | \$41,234.47 | \$52,664.55 | \$73,732.76 | \$71,384.48 | \$114,540.40 | \$130,026.22 | \$151,555.38 | \$193,691.88 | \$192,217.99 | \$198,433.27 | \$124,311.26 | \$66,966.55 | \$788,557.16 | \$346,779.95 | -27.83% | -27.83% |
| 2021 | \$32,556.07 | \$37,693.92 | \$40,679.21 | \$39,731.36 | \$6,289.26 | \$2,198.56 | \$43,110.81 | \$102,444.89 | \$160,075.87 | \$132,469.30 | \$131,121.09 | \$63,596.63 | \$991,808.14 | \$643,983.59 | 21.45% | |
| 2020 | \$21,055.74 | \$43,046.43 | \$37,244.32 | \$28,807.02 | \$63,079.64 | \$65,055.68 | \$93,931.88 | \$152,017.28 | \$156,745.60 | \$152,906.83 | \$173,853.16 | \$44,337.19 | \$918,071.37 | \$530,238.01 | | |
| 2019 | \$20,039.32 | \$58,345.54 | \$25,978.70 | \$29,671.08 | \$49,322.91 | \$45,182.11 | \$73,573.25 | \$113,039.12 | \$115,085.98 | \$169,643.01 | | | | | | |
| 2018 | | | | | | | | | | | | | | | | |
| P.A. | | | | | | | | | | | | | | | | |
| 2025 | \$31,937.07 | \$51,214.58 | \$53,293.52 | \$49,453.15 | \$68,890.51 | \$71,673.46 | \$128,493.61 | \$214,080.78 | \$251,280.99 | \$221,424.28 | \$158,483.33 | \$79,660.38 | \$1,357,658.42 | \$920,323.97 | 2.48% | 81.26% |
| 2024 | \$32,226.49 | \$50,223.27 | \$39,212.16 | \$69,558.60 | \$83,193.91 | \$101,515.07 | \$107,133.96 | \$166,815.76 | \$248,211.21 | \$212,086.03 | \$179,946.56 | \$69,717.38 | \$1,320,198.96 | \$898,090.43 | 4.82% | 76.88% |
| 2023 | \$39,646.93 | \$35,798.37 | \$46,591.47 | \$58,992.73 | \$73,588.70 | \$88,799.63 | \$123,124.35 | \$160,665.60 | \$231,241.01 | \$212,086.03 | \$136,124.80 | \$79,898.40 | \$1,140,386.73 | \$736,021.92 | 16.63% | 69.08% |
| 2022 | \$37,006.01 | \$31,718.02 | \$41,282.90 | \$50,058.81 | \$67,040.22 | \$73,265.10 | \$102,061.88 | \$130,873.85 | \$202,015.13 | \$188,341.61 | \$136,124.80 | \$79,898.40 | \$997,793.06 | \$651,183.67 | 125.43% | 28.25% |
| 2021 | \$29,706.66 | \$27,669.61 | \$34,779.78 | \$35,259.89 | \$55,570.09 | \$68,735.54 | \$81,724.74 | \$123,597.72 | \$194,139.64 | \$180,458.08 | \$78,632.65 | \$87,518.66 | \$507,993.71 | \$250,767.36 | -43.11% | -43.11% |
| 2020 | \$34,334.66 | \$30,426.63 | \$28,744.11 | \$31,752.03 | \$14,023.82 | \$5,387.68 | \$21,148.05 | \$37,748.92 | \$36,301.46 | \$100,138.89 | \$100,138.89 | \$47,948.92 | \$799,025.21 | \$507,732.25 | 3.82% | |
| 2019 | \$29,107.95 | \$31,261.66 | \$26,222.34 | \$39,640.08 | \$48,157.01 | \$72,624.87 | \$96,293.39 | \$142,359.58 | \$144,375.36 | \$94,453.64 | \$52,463.96 | \$43,459.70 | \$768,653.05 | \$489,980.67 | | |
| 2018 | \$18,643.30 | \$30,612.54 | \$22,866.34 | \$24,066.14 | \$36,654.61 | \$47,586.77 | \$71,125.43 | \$94,107.25 | \$144,298.29 | \$142,047.88 | \$93,364.80 | | | | | |
| Sequim | | | | | | | | | | | | | | | | |
| 2025 | \$22,108.02 | \$15,914.14 | \$20,337.58 | \$16,520.14 | \$28,502.34 | \$34,043.80 | \$61,136.11 | \$107,896.25 | \$111,291.31 | \$129,816.91 | \$54,323.38 | \$29,985.26 | \$604,403.09 | \$390,277.54 | -0.84% | 50.10% |
| 2024 | \$21,129.62 | \$16,028.74 | \$21,146.78 | \$34,211.74 | \$38,808.18 | \$44,846.28 | \$51,035.42 | \$94,164.75 | \$68,906.03 | \$129,816.91 | \$54,323.38 | \$29,985.26 | \$604,403.09 | \$390,277.54 | -0.84% | 50.10% |
| 2023 | \$24,114.78 | \$19,449.48 | \$22,585.68 | \$24,531.48 | \$26,138.20 | \$40,697.46 | \$48,902.96 | \$86,134.08 | \$99,044.34 | \$82,704.66 | \$57,735.28 | \$25,669.78 | \$559,707.18 | \$393,598.46 | 10.08% | 51.38% |
| 2022 | \$19,944.37 | \$18,715.99 | \$20,211.44 | \$27,275.46 | \$30,515.01 | \$29,776.90 | \$55,423.76 | \$69,937.34 | \$85,749.60 | \$70,343.96 | \$77,956.25 | \$27,614.08 | \$533,464.16 | \$357,549.87 | 13.64% | 37.52% |
| 2021 | \$16,542.54 | \$15,096.62 | \$20,862.28 | \$27,091.77 | \$28,950.88 | \$41,323.43 | \$53,995.58 | \$60,732.77 | \$50,049.48 | \$96,659.96 | \$45,675.45 | \$45,675.45 | \$484,555.20 | \$314,645.35 | 71.92% | 21.02% |
| 2020 | \$14,435.53 | \$16,706.72 | \$17,118.28 | \$15,188.08 | \$4,791.47 | \$15,904.01 | \$16,176.22 | \$24,528.28 | \$58,171.52 | \$36,633.06 | \$38,134.39 | \$25,872.15 | \$283,859.71 | \$183,020.11 | -29.61% | -29.61% |
| 2019 | \$15,982.29 | \$14,533.37 | \$13,513.48 | \$13,753.99 | \$24,683.51 | \$25,005.68 | \$38,439.35 | \$45,097.27 | \$68,994.24 | \$63,544.40 | \$42,190.78 | \$34,093.55 | \$399,831.91 | \$260,003.18 | 4.85% | |
| 2018 | \$14,979.30 | \$14,306.04 | \$14,275.72 | \$16,544.24 | \$19,538.77 | \$25,626.37 | \$35,058.87 | \$41,486.18 | \$66,161.67 | \$83,245.17 | \$20,197.47 | | \$26,663.96 | \$247,977.16 | | |
| Forks | | | | | | | | | | | | | | | | |
| 2025 | \$23,754.65 | \$20,856.37 | \$37,605.40 | \$34,382.80 | \$51,761.45 | \$50,612.02 | \$82,133.36 | \$97,263.12 | \$106,680.63 | \$100,345.73 | \$64,657.54 | \$54,634.72 | \$505,019.70 | \$505,019.70 | 16.27% | 207.70% |
| 2024 | \$17,585.39 | \$20,830.21 | \$31,577.98 | \$34,854.63 | \$50,069.60 | \$51,945.54 | \$69,397.43 | \$74,238.12 | \$83,886.12 | \$100,345.73 | \$64,657.54 | \$54,634.72 | \$654,003.01 | \$434,365.02 | 19.02% | 164.65% |
| 2023 | \$19,062.47 | \$14,673.91 | \$26,494.31 | \$27,981.59 | \$35,900.21 | \$35,609.87 | \$51,502.75 | \$66,612.64 | \$81,112.29 | \$69,863.08 | \$59,562.27 | \$34,059.84 | \$528,455.23 | \$364,950.04 | 29.29% | 122.36% |
| 2022 | \$15,177.37 | \$11,634.90 | \$20,071.35 | \$24,744.51 | \$27,189.49 | \$30,800.76 | \$40,135.51 | \$54,601.76 | \$57,910.36 | \$60,177.42 | \$50,155.28 | \$35,089.42 | \$427,688.13 | \$282,266.01 | 16.18% | 71.98% |
| 2021 | \$11,870.47 | \$9,868.20 | \$13,837.32 | \$13,862.82 | \$27,560.75 | \$29,628.50 | \$35,278.02 | \$49,920.41 | \$51,139.37 | \$57,454.61 | \$42,069.36 | \$25,839.09 | \$368,329.92 | \$242,965.86 | 133.83% | 48.04% |
| 2020 | \$9,609.28 | \$7,984.88 | \$8,996.30 | \$8,947.36 | \$8,756.91 | \$6,48.59 | \$7,845.14 | \$17,587.44 | \$33,530.16 | \$42,082.24 | \$30,870.12 | \$21,251.12 | \$198,109.54 | \$103,906.06 | -36.69% | -36.69% |
| 2019 | \$8,841.54 | \$6,178.36 | \$8,335.22 | \$11,118.42 | \$11,925.56 | \$16,154.91 | \$26,893.64 | \$33,349.29 | \$41,329.82 | \$42,993.27 | \$30,125.36 | \$16,484.04 | \$253,729.43 | \$164,126.78 | 17.36% | |
| 2018 | \$7,914.92 | \$7,290.66 | \$6,511.72 | \$9,384.88 | \$11,987.94 | \$11,590.67 | \$19,384.22 | \$26,460.48 | \$37,428.29 | \$31,991.26 | \$26,305.63 | \$13,358.95 | \$211,510.72 | \$139,853.88 | | |
| Jeff. Co | | | | | | | | | | | | | | | | |
| 2025 | \$41,547.24 | \$43,126.45 | \$40,226.10 | \$32,871.82 | \$54,906.62 | \$64,268.11 | \$91,401.19 | \$100,446.44 | \$87,880.70 | \$103,725.45 | \$81,777.38 | \$54,909.26 | \$556,674.67 | \$556,674.67 | 4.44% | 38.22% |
| 2024 | \$38,324.51 | \$38,180.22 | \$33,816.10 | \$41,251.65 | \$52,202.74 | \$62,402.88 | \$68,790.07 | \$94,291.87 | \$103,725.45 | \$81,777.38 | \$54,909.26 | \$54,909.26 | \$762,335.41 | \$532,985.49 | -21.74% | 32.34% |
| 2023 | \$38,585.12 | \$32,737.59 | \$17,172.47 | \$142,896.71 | \$66,232.42 | \$60,370.02 | \$68,684.39 | \$91,609.47 | \$98,727.44 | \$93,073.23 | \$79,199.32 | \$49,318.21 | \$902,606.39 | \$681,015.63 | 13.58% | 69.09% |
| 2022 | \$39,468.68 | \$43,484.52 | \$40,797.64 | \$55,439.56 | \$60,686.96 | \$64,213.58 | \$82,763.16 | \$99,337.25 | \$113,177.85 | \$46,239.34 | \$78,442.65 | \$59,924.17 | \$793,215.36 | \$599,609.20 | 7.88% | 48.88% |
| 2021 | \$38,925.82 | \$45,229.94 | \$46,407.13 | \$43,406.48 | \$65,961.50 | \$69,432.85 | \$70,727.44 | \$85,104.28 | \$90,607.51 | \$67,898.24 | \$102,436.87 | \$53,062.58 | \$779,200.64 | \$555,802.95 | 103.50% | 38.00% |
| 2020 | \$31,208.52 | \$33,263.68 | \$28,921.38 | \$28,566.17 | \$11,196.91 | \$533.76 | \$22,715.37 | \$41,591.37 | \$75,131.03 | \$79,437.33 | \$75,232.02 | \$54,415.58 | \$481,213.12 | \$273,128.19 | -32.18% | -32.18% |
| 2019 | \$28,817.97 | \$40,024.49 | \$24,277.10 | \$21,724.70 | \$40,545.40 | \$42,349.77 | \$47,889.57 | \$69,624.83 | \$87,495.61 | \$59,893.26 | \$64,163.76 | \$41,780.75 | \$568,587.21 | \$402,748.44 | 11.28% | |
| 2018 | \$22,594.98 | \$45,060.38 | \$18,799.70 | \$23,064.24 | \$40,396.57 | \$35,892.03 | \$43,754.88 | \$64,217.70 | \$68,130.01 | \$64,462.13 | \$62,351.70 | \$45,163.84 | \$533,888.16 | \$361,910.49 | | |
| Port T. | | | | | | | | | | | | | | | | |
| 2025 | \$34,131.52 | \$28,377.43 | \$26,993.82 | \$28,606.28 | \$32,877.70 | \$38,700.18 | \$46,832.50 | \$81,383.39 | \$79,167.88 | \$84,807.63 | \$73,230.48 | \$46,285.68 | \$625,191.52 | \$420,867.73 | -1.27% | 13.69% |
| 2024 | \$33,325.46 | \$31,625.90 | \$24,463.86 | \$31,819.78 | \$34,404.50 | \$46,078.18 | \$51,531.62 | \$70,844.89 | \$98,773.54 | \$84,807.63 | \$74,081.59 | \$47,710.72 | \$640,736.08 | \$426,290.81 | 25.11% | 15.15% |
| 2023 | \$56,413.84 | \$31,062.76 | \$23,460.18 | \$30,351.98 | \$37,679.22 | \$44,754.59 | \$51,449.27 | \$67,147.87 | \$83,971.10 | \$92,652.96 | \$74,081.59 | \$68,201.07 | \$602,168.89 | \$340,732.62 | -0.75% | -7.96% |
| 2022 | \$33,015.90 | \$34,042.91 | \$20,884.09 | \$29,606.77 | \$37,389.56 | \$31,408.19 | \$50,459.79 | \$49,784.62 | \$54,139.79 | \$128,765.18 | \$64,468.02 | \$68,201.07 | \$602,168.89 | \$340,732.62 | -0.75% | -7.96% |
| 2021 | \$21,393.25 | \$20,252.85 | \$19,399.19 | \$21,639.46 | \$38,131.79 | \$35,371.78 | \$44,684.07 | \$64,751.90 | \$77,672.97 | \$81,453.56 | \$58,652.34 | \$41,675.55 | \$525,078.71 | \$343,287.26 | 67.09% | 44.50% |
| 2020 | \$32,168.38 | \$29,843.18 | \$25,007.02 | \$18,176.86 | \$12,145.41 | \$4,877.35 | \$10,074.67 | \$32,855.52 | \$40,203.86 | \$45,121.84 | \$56,031.27 | \$32,941.20 | \$339,546.56 | \$205,452.25 | -44.50% | -44.50% |
| 2019 | \$31,064.06 | \$25,932.94 | \$26,895.65 | \$21,384.31 | \$34,548.20 | \$40,498.09 | \$47,394.37 | | | | | | | | | |

| GHC | January | February | March | April | May | June | July | August | September | October | November | December | Full Year | YTD | % Change | % Change |
|---------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------|----------------|----------|----------|
| 2025 | \$166,843.34 | \$148,548.62 | \$143,895.18 | \$103,171.83 | \$174,860.56 | \$240,806.48 | \$229,430.05 | \$336,463.27 | \$513,863.12 | | | | \$2,947,179.66 | \$2,947,179.66 | 1.58% | 48.38% |
| 2024 | \$148,193.89 | \$157,499.57 | \$123,929.58 | \$160,089.57 | \$174,397.33 | \$200,904.57 | \$229,646.01 | \$316,257.70 | \$504,326.14 | \$529,104.19 | \$279,280.20 | \$163,155.46 | \$2,986,793.21 | \$2,015,244.36 | 2.09% | 46.07% |
| 2023 | \$139,826.67 | \$132,216.53 | \$139,866.97 | \$137,406.53 | \$169,158.39 | \$225,295.09 | \$221,593.04 | \$322,990.57 | \$485,569.86 | \$475,226.71 | \$294,176.40 | \$177,382.53 | \$2,920,839.29 | \$1,974,043.65 | -8.80% | 43.06% |
| 2022 | \$200,051.49 | \$165,251.74 | \$173,344.13 | \$198,550.60 | \$194,435.68 | \$251,676.25 | \$222,216.35 | \$309,597.61 | \$449,458.48 | \$470,056.72 | \$284,227.52 | \$204,428.00 | \$3,123,295.57 | \$2,164,583.33 | -0.13% | 58.89% |
| 2021 | \$163,455.33 | \$151,458.09 | \$165,857.00 | \$158,110.02 | \$227,172.49 | \$259,836.06 | \$258,628.56 | \$345,427.97 | \$437,552.54 | \$459,824.68 | \$329,354.11 | \$203,581.16 | \$3,160,258.11 | \$2,167,498.14 | 84.46% | 57.11% |
| 2020 | \$107,691.21 | \$111,676.01 | \$98,994.00 | \$100,371.96 | \$40,635.18 | \$21,656.17 | \$152,778.09 | \$206,945.35 | \$334,312.32 | \$322,585.87 | \$291,095.32 | \$192,631.07 | \$1,981,372.56 | \$1,175,060.29 | -14.83% | -14.83% |
| 2019 | \$102,909.29 | \$114,433.41 | \$96,832.56 | \$87,023.39 | \$126,354.51 | \$156,435.02 | \$153,527.59 | \$220,231.99 | \$321,894.62 | \$352,375.57 | \$203,314.40 | \$113,788.10 | \$2,049,120.45 | \$1,379,642.38 | 14.09% | |
| 2018 | \$82,274.94 | \$110,148.38 | \$86,566.46 | \$79,859.81 | \$109,534.12 | \$137,838.11 | \$128,984.49 | \$197,123.24 | \$276,957.80 | \$310,206.72 | \$202,243.41 | \$82,665.22 | \$1,804,402.70 | \$1,209,287.35 | | |
| M. Co | January | February | March | April | May | June | July | August | September | October | November | December | Full Year | YTD | % Change | % Change |
| 2025 | \$60,609.92 | \$64,307.36 | \$67,032.86 | \$0.00 | \$87,399.48 | \$92,129.87 | \$143,437.62 | \$144,845.90 | \$132,683.05 | | | | \$792,356.86 | \$792,356.86 | -5.35% | 102.05% |
| 2024 | \$57,850.29 | \$69,407.08 | \$66,164.28 | \$75,192.48 | \$94,343.10 | \$92,374.38 | \$102,389.48 | \$125,357.37 | \$154,029.19 | \$145,372.45 | \$96,664.58 | \$64,570.15 | \$1,143,714.83 | \$837,107.65 | 9.37% | 113.46% |
| 2023 | \$49,680.94 | \$52,715.40 | \$66,073.45 | \$53,542.98 | \$79,767.71 | \$83,681.92 | \$100,482.93 | \$125,383.85 | \$154,040.34 | \$143,465.68 | \$96,301.09 | \$61,082.79 | \$1,066,219.08 | \$785,369.52 | 7.57% | 95.17% |
| 2022 | \$52,626.05 | \$52,740.94 | \$54,848.06 | \$66,961.90 | \$82,481.51 | \$81,911.30 | \$76,419.32 | \$103,214.15 | \$140,312.32 | \$133,572.06 | \$98,607.16 | \$75,246.06 | \$1,018,842.83 | \$711,515.55 | 14.88% | 81.44% |
| 2021 | \$34,594.19 | \$42,724.13 | \$41,657.39 | \$50,623.94 | \$75,985.97 | \$83,727.89 | \$85,175.91 | \$98,683.49 | \$105,649.79 | \$111,013.69 | \$80,629.03 | \$59,267.21 | \$869,732.63 | \$618,822.70 | 95.01% | 57.80% |
| 2020 | \$31,314.22 | \$32,150.44 | \$30,791.06 | \$31,993.26 | \$12,187.26 | \$4,516.34 | \$30,770.14 | \$61,326.82 | \$82,275.33 | \$88,480.56 | \$65,498.51 | \$48,699.22 | \$520,003.16 | \$317,324.87 | -19.08% | -19.08% |
| 2019 | \$30,095.47 | \$46,595.52 | \$24,616.02 | \$24,443.49 | \$36,924.43 | \$38,702.51 | \$47,304.43 | \$61,277.03 | \$82,197.42 | \$83,452.47 | \$50,981.86 | \$35,411.70 | \$562,002.35 | \$392,156.32 | 25.62% | |
| 2018 | \$19,030.90 | \$50,294.72 | \$16,998.28 | \$18,402.06 | \$29,843.96 | \$29,951.42 | \$35,749.74 | \$50,591.09 | \$61,325.21 | \$64,961.27 | \$68,876.48 | \$29,646.15 | \$475,671.28 | \$312,187.38 | | |
| Shelton | January | February | March | April | May | June | July | August | September | October | November | December | Full Year | YTD | % Change | % Change |
| 2025 | \$3,797.54 | \$3,572.40 | \$4,132.78 | \$3,655.84 | \$5,268.32 | \$5,517.70 | \$6,475.74 | \$6,203.98 | \$8,950.70 | | | | \$47,575.00 | \$47,575.00 | 4.42% | 32.21% |
| 2024 | \$5,534.66 | \$3,774.92 | \$4,678.94 | \$2,821.00 | \$4,875.88 | \$4,839.72 | \$5,226.96 | \$6,263.26 | \$7,546.18 | \$6,549.34 | \$5,724.22 | \$4,758.28 | \$62,593.36 | \$45,561.52 | -0.91% | 26.61% |
| 2023 | \$4,768.02 | \$4,311.46 | \$3,152.28 | \$3,675.67 | \$4,255.14 | \$4,153.86 | \$5,975.88 | \$7,200.20 | \$8,485.20 | \$6,932.92 | \$6,327.32 | \$6,318.16 | \$65,556.11 | \$45,977.71 | 1.16% | 27.77% |
| 2022 | \$5,301.72 | \$3,981.96 | \$4,086.44 | \$3,077.98 | \$4,329.87 | \$5,342.04 | \$5,220.18 | \$6,411.76 | \$7,699.56 | \$7,041.18 | \$5,814.64 | \$6,805.74 | \$65,113.07 | \$45,451.51 | 11.63% | 26.31% |
| 2021 | \$3,507.72 | \$2,979.00 | \$3,617.06 | \$3,167.68 | \$4,748.30 | \$4,787.16 | \$4,995.16 | \$6,067.50 | \$6,847.04 | \$6,465.02 | \$5,485.90 | \$3,782.20 | \$56,449.74 | \$40,716.62 | 55.75% | 13.15% |
| 2020 | \$3,579.84 | \$2,937.72 | \$2,817.24 | NA | \$1,877.78 | \$3,115.18 | \$3,446.58 | \$4,007.32 | \$4,361.12 | \$5,695.20 | \$4,310.88 | \$4,195.34 | \$40,344.20 | \$26,142.78 | -27.35% | -27.35% |
| 2019 | \$3,549.69 | \$3,176.13 | \$3,680.30 | \$3,468.74 | \$2,158.72 | \$5,113.21 | \$4,313.81 | \$4,940.31 | \$5,584.00 | \$5,682.24 | \$5,100.66 | \$4,091.58 | \$50,859.39 | \$35,984.91 | 20.50% | |
| 2018 | \$2,446.48 | \$2,526.80 | \$2,095.86 | \$2,430.56 | \$3,971.49 | \$3,401.39 | \$3,807.18 | \$4,156.45 | \$5,025.72 | \$6,109.92 | \$4,660.20 | \$3,866.84 | \$44,498.89 | \$29,861.93 | | |

Data is acquired from the Dept. of Revenue (www.dor.wa.gov). There is a two month lag between tax collection and reporting. This reflects the reporting dates. Figures are the combined total of "Special Hotel/Motel" and "Transient Rental" taxes.

Percent change is the amount changed from one year (month to date) vs. the prior year (month to date). Clallam, Jefferson, Grays Harbor, and Mason County figures refer to lodgings within the respective unincorporated counties, excluding the other municipalities listed. **2025 Factors:** Easter break late April (vs. March 2024). **Port Angeles:** Some reduction of STVR inventory '25 vs. 24. **Sequim:** Two major hotels with temporarily reduced inventory. **Jefferson County:** 15% inventory reduction Kalafok. **Pt. Townsend:** Loss of Ft. Worden inventory (Jan. 25 - 85 units). **Other factors:** Drop in Canadian travel. Cancellations of government business/travel freeze.

Forever Twilight in Forks
 (formerly Stephenie Meyer Day / Bella's Birthday Weekend)
 Car Count from Forks VIC

| Year | Wednesday | Thursday | Friday | Saturday | Sunday | Total |
|--------------|-------------|-------------|-------------|-------------|-------------|--------------|
| 2008 | | 72 | 92 | 305 | 131 | 600 |
| 2009 | | 106 | 280 | 443 | 284 | 1113 |
| 2010 | | 148 | 209 | 478 | 211 | 1046 |
| 2011 | | 94 | 175 | 331 | 135 | 735 |
| 2012 | | 142 | 196 | 404 | 137 | 879 |
| 2013 | | 261 | 398 | 366 | 245 | 1270 |
| 2014 | | 445 | 217 | 392 | 165 | 1219 |
| 2015 | | 359 | 358 | 425 | 249 | 1391 |
| 2016 | | 435 | 187 | 259 | 232 | 1113 |
| 2017 | 192 | 436 | 311 | 271 | 167 | 1377 |
| 2018 | 182 | 502 | 228 | 292 | 163 | 1367 |
| 2019 | 140 | 250 | 177 | 227 | 149 | 943 |
| 2020* | 89 | 169 | 137 | 0 | 0 | 395 |
| 2021 | 182 | 321 | 239 | 378 | 281 | 1401 |
| 2022 | 247 | 487 | 419 | 438 | 318 | 1909 |
| 2023 | 212 | 458 | 288 | 348 | 266 | 1572 |
| 2024 | 303 | 676 | 431 | 626 | 324 | 2360 |
| 2025 | 356 | 813 | 446 | 1009 | 357 | 2981 |
| Total | 1903 | 6174 | 4788 | 6992 | 3814 | 23671 |

*Festival was virtual. Due to pandemic we were helping people through the window.
 Saturday and Sunday the vic was closed due to hazardous air quality.

Forks Chamber of Commerce Visitor Center Count

| | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 |
|-------|--------|--------|--------|--------|-------|-------|-------|-------|-------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 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 |
| FEB | 324 | 349 | 145 | 232 | 298 | 106 | 157 | 112 | 162 | 91 | 103 | 257 | 2,164 | 2192 | 1,650 | 1,668 | 1,074 | 864 | 1,238 | 1,510 | 1,236 | 1,238 | 622 | 1,098 | 828 | 1,930 | 1,903 | 2,236 | 2,103 |
| MAR | 321 | 616 | 360 | 347 | 484 | 247 | 271 | 210 | 336 | 268 | 282 | 464 | 3,934 | 4519 | 2,993 | 2,138 | 2,335 | 1,833 | 1,678 | 2,033 | 2,005 | 1,919 | 2,039 | 685 | 1,858 | 3,141 | 3,244 | 4,096 | 5,131 |
| APR | 669 | 734 | 726 | 845 | 623 | 507 | 332 | 343 | 329 | 384 | 508 | 680 | 4,861 | 5,246 | 3,321 | 2,922 | 2,552 | 2,075 | 2,076 | 2,811 | 2,642 | 2,404 | 2,105 | 0 | 2,276 | 3,284 | 3,680 | 4,746 | 5,130 |
| 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 |
| JUN | 1,878 | 1,838 | 1,652 | 1,188 | 1,075 | 873 | 807 | 596 | 553 | 581 | 1,227 | 1,731 | 8,312 | 9,287 | 5,431 | 4,818 | 5,155 | 4,128 | 5,048 | 5,849 | 5,346 | 5,464 | 5,230 | 1,754 | 6,466 | 7,259 | 9,299 | 10,153 | 12,540 |
| JUL | 3,905 | 2,783 | 2,717 | 2,010 | 2,116 | 2,040 | 1,306 | 1,005 | 1,070 | 1,366 | 2,279 | 3,546 | 16,186 | 16,550 | 8,694 | 8,606 | 9,008 | 7,075 | 7,496 | 8,275 | 8,456 | 8,766 | 7,611 | 4,450 | 9,598 | 10,827 | 12,824 | 14,126 | 15,786 |
| AUG | 4,146 | 3,832 | 2,906 | 2,603 | 2,484 | 2,066 | 1,285 | 1,158 | 1,399 | 1,515 | 2,780 | 4,186 | 13,605 | 14,645 | 8,234 | 7,747 | 8,262 | 6,569 | 7,505 | 7,190 | 7,631 | 7,510 | 6,931 | 5,588 | 8,211 | 9,037 | 10,265 | 12,433 | 13,143 |
| SEP | 1,872 | 1,872 | 2,238 | 1,138 | 1,042 | 926 | 784 | 650 | 640 | 1,026 | 1,527 | 1,969 | 5,337 | 5,978 | 4,046 | 4,377 | 4,413 | 4,079 | 4,849 | 4,673 | 5,302 | 5,652 | 4,528 | 3,669 | 5,382 | 7,129 | 7,195 | 9,764 | 10,135 |
| OCT | 916 | 769 | 651 | 453 | 310 | 464 | 317 | 351 | 350 | 374 | 550 | 1,252 | 3,563 | 3,499 | 2,598 | 2,282 | 1844* | 1,545 | 2,005 | 2,215 | 2,299 | 2,371 | 2,261 | 2,532 | 2,576 | 4,121 | 4,885 | 6,058 | |
| NOV | 388 | 241 | 189 | 167 | 174 | 132 | 116 | 128 | 142 | 72 | 178 | 1,913 | 2,935 | 1,749 | 2,121 | 1,780 | 1,120 | 1,078 | 1,108 | 1,308 | 1,269 | 1,300 | 1,287 | 1,138 | 2,102 | 2,618 | 2,950 | 3,956 | |
| DEC | 204 | 119 | 162 | 128 | 117 | | 82 | 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 | |
| Total | 15,849 | 14,604 | 13,029 | 10,128 | 9,335 | 8,108 | 6,047 | 5,195 | 5,575 | 6,386 | 10,295 | 18,736 | 69,975 | 72,885 | 45,579 | 41,599 | 40,978 | 33,512 | 37,615 | 41,340 | 41,360 | 41,856 | 38,124 | 22,704 | 45,645 | 56,237 | 65,506 | 78,019 | 74,534 |

THIRD SECOND

FIRST

Total visitors that have signed our guest book since *Twilight* was published on October 5, 2005 **808351**

* 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

| | | | | | | | | | |
|-------|-------|-------|-------|-------|-------|-------|------|-------|-------|
| 16283 | 17734 | 17042 | 11418 | 14285 | 15056 | 12415 | 7526 | 12871 | 12995 |
|-------|-------|-------|-------|-------|-------|-------|------|-------|-------|

Hotel-Motel Taxes received by City of Forks:

| | |
|------|-----------|
| 2003 | \$83,866 |
| 2004 | \$84,561 |
| 2005 | \$88,492 |
| 2006 | \$88,469 |
| 2007 | \$94,198 |
| 2008 | \$123,775 |
| 2009 | \$133,585 |
| 2010 | \$150,092 |
| 2011 | \$139,609 |
| 2012 | \$136,868 |
| 2013 | \$133,255 |
| 2014 | \$136,614 |
| 2015 | \$151,115 |
| 2016 | \$169,588 |
| 2017 | \$192,895 |
| 2018 | \$211,511 |
| 2019 | \$253,729 |
| 2020 | \$198,110 |
| 2021 | \$368,329 |
| 2022 | \$427,688 |
| 2023 | \$528,455 |

Sales Taxes received by City of Forks:

| | |
|------|--|
| 1995 | \$295,000 |
| 2000 | \$321,067 |
| 2006 | \$353,837 |
| 2009 | \$405,195 |
| 2010 | \$432,869 |
| 2011 | \$531,246 (Construction projects: School, clinic, housing) |
| 2012 | \$452,845 |
| 2013 | \$428,624 |
| 2014 | \$473,387 |
| 2015 | \$446,122 |
| 2016 | \$479,350 |
| 2017 | \$486,162 |
| 2018 | \$517,065 |
| 2019 | \$588,510 |
| 2020 | \$620,463 |
| 2021 | \$780,029 |
| 2022 | \$873,743 |
| 2023 | \$885,004 |

Please see map for locations!

2025 Forever Twilight In Forks Festival
Condensed Schedule VS 8-10-2025

Schedule is subject to change.

| EVENT & DATE | Free entry / Ticketed event | EVENT LOCATION | MAP | EVENT TIME |
|--|--|---|-----|--|
| WEDNESDAY, SEPTEMBER 10th | | | | |
| Land of Legends Rainforest Hike | Free Entry - no pre-registration required | Just past Hard Rain Cafe, 5763 Upper High Road, parking next to the Nikolai Memorial | T | Unguided hike starts with group photo at 10 am. |
| Cullen-ary Class with Kayla Ruhland, co-author of <i>The Unofficial Twilight Saga Cookbook: Recipes from Forks</i> | Advance Ticket Required | Forks Community Center 91 Maple Ave | Y | 11 am - 1 pm (may run longer) |
| Forever Twilight In Forks Collection | Free Entry | Rainforest Arts Center (RAC) Alcove 11 N. Forks Ave | B | Noon - 4 pm (last group 3:30 pm). Entry is limited. We operate on a time slot reservation. Please see staff member upon arrival to get your time slot. We assign time slots the day of the visit, not in advance. Check out twilightmuseum.com for more information. |
| Twilight 20 Paint & Graze | Advance Ticket Required | Rhett's Edge Restaurant 41 Main Street, LaPush, WA | J | 2 - 4:30 pm |
| Group Photo on First Beach | Free Entry | Pull into Lonsome Creek store parking lot and go past the store and take a left. Park by the GOR clubhouse. Meet us on the beach! One yourself! 10 minutes to walk from car to beach. | A | Picture is taken at 5 pm promptly. You must be in your spot at that time to be in the picture. |
| Quietus Healing and Drum Circle | Free Entry (donations encouraged) | Akalat Center, By Yak-Way and LaPush Road in LaPush | J | Begins around 5 pm with a potluck dinner, with drumming to follow around 6 pm. |
| Totally Twilight Bowling Party | Free entry, Bowling, food and beverages off the menu. | Sunset Lanes, 261 East E St | E | 8 - 10 pm |
| THURSDAY, SEPTEMBER 11th | | | | |
| Escape to the Beach! Group Hike | Free entry but pre-registration is required on our website | Olympic National Park Second Beach Trailhead, LaPush Rd | J | Low tide 8:27 - 10:27 am. Allow for 30 minutes of drive time. Guide will leave the parking lot promptly at 8 am. |
| Grand Bazaar @ K'Vila Center | Free Entry | K'Vila Center Roundhouse 100 LaPush Rd - Inside and Outside | H | 9 am - 3 pm |
| FTF Raffle Fundraiser | Free Entry | K'Vila Center Roundhouse, 100 LaPush Rd | H | 9 am - 3 pm |
| All Ticket Pick-Up & Wristband Pick-Up for Lottery Winners | N/A | Forks Visitor Information Center (VIC) 1411 S. Forks Ave | A | 9 am - 4 pm. Visitor Center opens at regular time on other days. |
| Forks Timber Museum | Nominal entry fee | Forks Timber Museum, 1431 S. Forks Ave | A | 10 am - 4 pm |
| Audience with the Volturi | Free Entry | K'Vila Center, Room 102, 100 LaPush Rd | H | 10 am, 11:30 am, 1:30 pm |
| FTF Cast Member Photo Market | Priced per item | K'Vila Center Roundhouse, 100 LaPush Rd | H | 10:30 am - 11:30 am |
| Line Dance Lessons at Mimi's School of Dance | Free Entry | Forks Athletic & Aquatic Club, 91 Maple Ave | Y | 11:45 - 12:45 pm and 1 - 2 pm |
| Twilight Trivia hosted by Forks Library | Free Entry | K'Vila Center Roundhouse, 100 LaPush Rd | H | 12:15 - 1:30 pm |
| FTF Welcome to Forks! Red Truck Tailgate Party | All Free Entry 4+ | K'Vila Center, 100 LaPush Rd | H | Begins at 5 pm |
| Twilight Saga Music Trivia with Musical Artist Cherish Danae | | Inside Roundhouse | | 5 pm |
| Premier Vendor Shopping & FTF Raffle | | Inside Roundhouse | | 5 - 6:15 pm and 7:45 - 9 pm |
| Concessions provided by Forks Hospital Foundation | Off the menu | Outside Roundhouse | | 5 - 10:30 pm |
| FTF Cast Member Photo Market | Priced per item | Inside Roundhouse | | 5:15 - 6:15 pm |
| Outside seating area opens for Official Kickoff | | Outside Roundhouse | | 6 pm |
| FTF2025 Official Kickoff & Welcome with Erik Odson | | Outside Roundhouse | | 6:15 pm |
| Q & A with Twilight Saga Author Stephanie Meyer | | Outside Roundhouse | | 6:30 pm |
| Forks Fandom Family Photo | | Outside Roundhouse | | After Q & A |
| Raffle Winners Announced | | Inside Roundhouse | | 8:30 pm |
| Twilight raffle PG-13 | | Outside Roundhouse | | 8:45 pm |
| FRIDAY, SEPTEMBER 12th | | | | |
| VIT Ticket Will Call | N/A | Forks Elks Lodge, 941 Merchants Rd | M | 7:45 - 9:30 am |
| FTF Festival Breakfast with the Olympic Coven | VIT Ticket Exclusive | Forks Elks Lodge, 941 Merchants Rd | M | 8 - 11 am. Your designated breakfast is listed on your VIT Ticket. Early Breakfast 8 - 9:15 am. Serving time: 8 am. Late Breakfast 9:45 - 11 am. Serving time: 9:45 am. |
| Fandom Friday @ K'Vila Center | All Free Entry + excluding VIT Exclusive | K'Vila Center, 100 LaPush Rd | H | Begins at 9 am |
| 5th Annual FTF Author Signing Event | | Inside Roundhouse | | 9 am - 3 pm |
| Grand Bazaar | | Inside and Outside Roundhouse | | 8 am - 5 pm |
| Autograph and Photograph Event for Groups A - D Featuring our Twilight Saga Author Special Guests | VIT Ticket Exclusive | Room 102 | | Group A needs to check-in at 9:15 am, B at 10 am, C at 11 am, D at Noon. |
| All Ticket Will Call & Information | | Outside Room 102 | | 10 - 11:30 am |
| FTF Cast Member Photo Market | Priced per item | Inside Roundhouse | | 11 am - 1 pm |
| Forever Twilight in Forks Costume Contest hosted by the Voltarra Coven | | Room 102 | | Begins at 2:30 pm |
| Visit Dr. Cullen's Office at Forks Community Hospital Admin Bldg | Free Entry | Forks Community Hospital Admin Bldg 550 6th Ave | F | 10 am - 4 pm |
| Forever Twilight in Forks Collection | Free Entry | Rainforest Arts Center (RAC) Alcove 11 N. Forks Ave | B | 10 am - 4 pm (last group 3:30 pm). Entry is limited. See Wednesday, Sept 10th for more info. |
| All Ticket Will Call & Information | N/A | Rainforest Arts Center (RAC) Plaza 35 N. Forks Ave | B | 4:30 - 5:30 pm; 8:30 - 9:30 pm |
| Bella Italia Dinner | VIT Ticket Exclusive | Rainforest Arts Center (RAC) 35 N. Forks Ave | B | 5 - 7:45 pm. Your designated dinner is listed on your VIT Ticket. Early Dinner 5 - 6:15 pm. Serving time: 5 - 5:30 pm. Late Dinner 6:45 - 7:45 pm. Serving time: 6:30 - 7 pm. |
| "Twilight turns 20!" Fandom Family Party | Advance Ticket Required | Rainforest Arts Center (RAC) Plaza and Great Room 35 N. Forks Ave | B | 8:30 pm - Midnight |
| SATURDAY, SEPTEMBER 13th: HAPPY BIRTHDAY, BELLA! | | | | |
| Dinner begins at 8 am | | | | |
| Forever Twilight in Forks Festival 2025 Panel | VIT Ticket Exclusive | FHS Community Theater | | 10:30 am - 12:30 pm |
| Exhibitory and Twilight Saga Author Special Guests | Off the menu | FHS Community Theater | | 10:30 am - 12:30 pm |
| Competition Sign-Up (4:00-5:00 am) | N/A | FHS Community Theater | | 10:30 am - 12:30 pm |
| | VIT Ticket Exclusive | FHS Community Theater | | Group A needs to check-in at 10:30 am, B at 11:30 am, C at 12:30 pm, D at 1:30 pm. |
| Two Hours | FHS Community Theater | | | 12:30 - 1:30 pm |
| Book & Author Signings | FHS Community Theater | | | 12:30 - 1:30 pm |
| Twilight Saga Author Stephanie Meyer Book Signing Event | Winners book signings are selected. You must have a VIT ticket. See stephaniemeyer.com for info. | FHS Community Theater | | After 1:30 pm. Open to all. |
| 2025 FTF Pin Collectors Meet & Greet | Free Entry | Forks Congregational Church 280 Spartan Ave | P | 10:30 - Noon. First hour is meet and greet & shopping, followed by Q&A. |
| Salted Potato Bar Fundraiser | Off the menu | Forks Congregational Church 280 Spartan Ave | P | Starts at 11 am. |
| Forever Twilight in Forks Collection | Free Entry | Rainforest Arts Center (RAC) Alcove 11 N. Forks Ave | B | Noon - 4 pm (last group 3:30 pm). Entry is limited. See Wednesday, Sept 10th for more info. |
| Fog + Fern Fairy Godmother | Free Entry | Fog + Fern Clothing Company 71 N. Forks Ave | D | 6:45 - 7:45 pm |
| Party Ticket Will Call | N/A | Rainforest Arts Center (RAC) Plaza 35 N. Forks Ave | B | 7:30 - 8:30 pm |
| "And so the lion fell in love with the lamb" Twilight Ball | Advance Ticket Required | Rainforest Arts Center (RAC) Plaza and Great Room 35 N. Forks Ave | B | 8 pm - Midnight |
| SUNDAY, SEPTEMBER 14th | | | | |
| Breakfast Buffet featuring FAYBEARD! | Open to all. \$17 per person. | Longhouse Cafe, 81 N. Forks Ave | D | 8 - 11 am |
| FHS "Eclipse" Graduation | Free Entry | Spartan Stadium at Forks High School 261 Spartan Ave | L | 9 am |
| Morning Rites & Twilight Delights with Emmett & Carlisle | Advanced Ticket Required | Location to be shared with ticket holders only | | 9 - 10 am |
| FTF Anniversary Affairs! Sunday Luncheon & Group Photo | VIT Ticket Exclusive | K'Vila Center Roundhouse, 100 LaPush Rd | H | Line up for photo at 11:20 am. Photo at 11:30 am. No late arrivals, luncheon 11:30 am - 1 pm. |
| Forever Twilight in Forks Collection | Free Entry | Rainforest Arts Center (RAC) Alcove 11 N. Forks Ave | B | Noon - 4 pm (last group 3:30 pm). Entry is limited. See Wednesday, Sept 10th for more info. |
| Vampire Central at the Cullen House | Free Entry | Cullen House aka Miller Tree Inn 654 E. Division St | C | 1 - 4 pm. Please see full schedule for tour information. |
| Sunday Supper | Tickets sold at will call while supplies last | K'Vila Center Roundhouse, 100 LaPush Rd | H | 7 - 8 pm |
| A Thousand Years Festival Afterparty Hosted by Twilight Saga Actor Erik Odson | Free Entry. Food and beverages off the menu. | K'Vila Center Roundhouse, 100 LaPush Rd. All ages allowed. Food, beer, spirits available. Cash accepted for food, cash & cards accepted for alcohol. Valid ID required for all alcohol sales - 21 and over. | H | 8 - 11 pm |

Check us out on twilightfestival.com

Free Entry indicates entry only, there could be options to purchase items or food but entry is free. N/A indicates not applicable.

NW Power and Air

893 4th Street
Bremerton, Washington 98337
360-810-0678
Office@nw-powerair.com | www.nw-powerair.com



RECIPIENT:

Fork Chamber of Commerce

1411 South Forks Avenue
Forks, Washington 98331

Quote #2319

Sent on Sep 03, 2025

Total \$18,239.37

Phone: 903-360-4449

| Product/Service | Description | Qty. | Unit Price | Total |
|---|---|------|-------------|-------------|
| 18kW Air-Cooled Standby Generator, Alum Enclosure, 200amp Transfer switch | Generac's Guardian Series generators provide the automatic backup power you need to protect your home and family during a power outage. Connected to your existing LP or natural gas fuel supply, it kicks in within seconds of sensing power loss—automatically—and runs for as long as necessary until utility power returns. | 1 | \$14,850.00 | \$14,850.00 |

Now coming with FREE Mobile Link, allowing you to monitor the status of your generator on a phone, tablet or computer from anywhere in the world. Giving you the ability to connect your account to your authorized service dealer for fast, friendly and convenient assistance.

- Mobile Link™ Remote Monitoring.
- 5-Year Limited Warranty
- True Power™ Technology delivers best-in-class power
- Generac generators and engines are Engineered and Built in the USA*
- Generac's G-Force Engines are capable of handling the rigors of generator use
- 24/7/365 Customer Support Team
- Tough, Durable All-Aluminum Enclosures
- Smart, User-Friendly Controls

Generac generators and engines are Engineered and Built in the USA* *Built in the USA using domestic and foreign parts

Additionally this quote includes:
Rated 120/240 1Ø NEMA 3R, concrete pad, Gas piping up to 20 feet, Electrical wires up to 20 feet, Relocation of ground wire and feeders, Generator battery, Spark plugs, Air filter, Oil and Oil filter.
Additionally this quote will cover the necessary Electrical permit.

7-Year Extended Limited Warranty for automatic standby generators.

NW Power and Air

893 4th Street
 Bremerton, Washington 98337
 360-810-0678
 Office@nw-powerair.com | www.nw-powerair.com



| Product/Service | Description | Qty. | Unit Price | Total |
|---|--|------|------------|--------------------|
| Generac Smart Switch, Service Rated, 200 amps, 120/240, 1Ø, NEMA 3R | <p>Generac's service rated automatic transfer switches offer whole-house coverage for your back-up power needs. Featuring a NEMA 3R enclosure, this 200 amp open transition switch can be installed either indoors or outdoors.</p> <p>Generac Automatic Transfer Switches are designed for use with single phase generators that utilize an Evolution™ or Nexus™ Controller. Includes Smart AC Module standard, which gives the capability of managing up to four HVAC loads no additional hardware.</p> <p>Loads can be managed using a smart management system. The system can accommodate up to eight individual Smart Management Modules (SMM). The SMM modules are self-contained and have individual built-in controllers.</p> <p>*SMM modules sold separately.</p> | 1 | \$1,945.00 | \$1,945.00 |
| HVAC Tuneup | Tuneup your HVAC system. (Does not include any repairs) \$225 value | 1 | \$0.00 | \$0.00 |
| Subtotal | | | | \$16,795.00 |
| GST (8.6%) | | | | \$1,444.37 |
| Total | | | | \$18,239.37 |

NW Power and Air LLC - Terms & Conditions

Contractor Registration:

NW Power and Air LLC is a licensed general and electrical contractor in Washington State (License #NWPOWPA775LH / NWPOWPA771DT). A \$30,000 bond has been filed with the State to cover claims for breach of contract or improper work. Registration expires 10/30/2025.

Estimate Validity & Payment Terms:

- This quote is valid for 30 days.
- A 50% down payment is required at the time of signing for customers contracting directly with NW Power & Air LLC. For customers referred through affiliated partner programs, full payment (100%) is required prior to installation, in accordance with the terms of those programs.
- Final payment is due upon substantial completion of the work for NW Power & Air LLC customers, regardless of inspection status or delays related to utility or gas hookups, unless otherwise agreed upon in writing.
- A 1% monthly (12% annually) interest charge will apply to any past-due balances.
- Returned checks are subject to a service fee.
- All materials remain the property of NW Power & Air LLC until paid in full.

Right to Cancel:

You have the right to cancel this contract within three (3) business days of signing without penalty. Cancellations must be submitted in writing via email to: office@nw-powerair.com or via mail to: NW Power and Air LLC, 893 4th ST, Bremerton, WA

director@forkswa.com

From: Girard, Joe <JoeGirard@ferrellgas.com>
Sent: Wednesday, September 24, 2025 3:14 PM
To: director@forkswa.com
Subject: RE: Ferrellgas Tank Quote

Lissy,

Updated pricing to include the lease of the tank.

Leased ... 120 vertical, steel ASME LP gas tank - \$12 annually
Leased ... 1st stage regulator – included in tank lease
\$119 ... 2nd stage regulator
\$249 ... Deliver, set & connect fee
See below ... Piping

If we run underground piping
\$200 ... for pipe risers.
10 feet of polyethylene flex-pipe included in set fee.

If we run black iron piping above ground instead, I estimate about \$400.

Let me know if you have any questions,

Joe Girard
Account Manager
Mobile: 360.635.2287


From: Girard, Joe
Sent: Wednesday, September 3, 2025 3:32 PM
To: director@forkswa.com
Subject: Ferrellgas Tank Quote

Lissy,

Pricing and some additional information is below. Let me know if you have any questions.

\$1,000 ... 120 vertical, steel ASME LP gas tank
\$ 119 ... 1st stage regulator
\$ 119 ... 2nd stage regulator
\$ 249 ... Deliver, set & connect fee

120 gallon tanks are the typical tanks you see alongside homes. They can be set adjacent to structures. Setback for the 120 are 10' from sources of ignition (anything electrical), 10' from property lines, 5' from doors, windows and sub-basement vents. The 120 gallon tank may require a permit.

Are we running the underground piping between the generator and tank? If, so there will be an additional \$200 for piping and risers.

The trench for the piping needs to be 18” deep and wide enough for 1” piping. Any turns in the trench need to be sweeping. No 90 degree bends. My team will lay the piping and charge it for inspection. Once you are ready for us to make the final connection, just let me know.

Propane tanks cannot sit directly on dirt. A concrete pad, pavers or gravel will be required. My guys can set blocks, as long as the spot where the tank will sit is level.

Ferrellgas does not do dirt work or pull permits.

Have a great afternoon,

Joe Girard

Account Manager
Western Washington
Mobile: 360.635.2287
Fax: 253.275.0533



Fuel Life Simply™



Billing Questions: wecare@ferrellgas.com

On-line account management: www.myferrellgas.com

Web: www.ferrellgas.com



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

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

TO: Lissy Andros, Executive Director
Forks Chamber of Commerce

FROM: Mayor Tim Fletcher

RE: Clarification regarding grant funded electrical generator to be installed at Forks Visitor Center

The Forks Chamber of Commerce is requesting Lodging Tax funds to purchase a generator for the City of Forks owned building that the chamber leases from the city. This qualifies under RCW 67.28.1816 (c) which authorizes the use of lodging funds in:

Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW.

If funded, and a generator is in fact installed at the Chamber of Commerce facility, the City of Forks will consider the generator as an asset for their building(s) leased to the Chamber of Commerce.



17
JAN 05 2026

AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: BOCC

WORK SESSION Meeting Date: 1-5-26

REGULAR AGENDA Meeting Date: 1-13-26

Required originals approved and attached?

Will be provided on:

Item Summary:*

- Call for Hearing
 - Resolution
 - Draft Ordinance
 - Contract/Agreement/MOU**
 - Proclamation
 - Final Ordinance
 - Contract # 19925.26.003
 - Budget Item
 - Other
- Documents exempt from public disclosure attached:

Executive summary:

Personal Services Agreement with the Neah Bay Chamber of Commerce in the amount of \$53,810 for 2026 Hotel/Motel Tax Funds.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**
\$53,810

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Please review and sign.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Employee/Stakeholder attending meeting: Board of Commissioners – Randy Johnson

Relevant Departments: Board of Commissioners

* Work Session Meeting - Submit 1 single sided/not stapled copy

Neah Bay Chamber of Commerce LTAC 1-13-26

** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2019

PERSONAL SERVICES AGREEMENT



Contract Number: 19925.26.003

THIS AGREEMENT is entered into between CLALLAM COUNTY, a political subdivision of the State of Washington, (hereinafter called "County" or "Clallam County") and

Name: Neah Bay Chamber of Commerce
Address: PO Box 263
Neah Bay, WA 98357
Phone N°: 360.640.2967

(hereinafter called "Contractor").

This Agreement is comprised of:

- Attachment A – Scope of Work
- Attachment B – Compensation
- Attachment C – General Conditions
- Attachment D – Special Terms and Conditions
- Attachment E – (specify)

copies of which are attached hereto and incorporated herein by this reference as if fully set forth.

The term of this Agreement shall commence on the first day of January 2026 and shall, unless terminated as provided elsewhere in the Agreement, terminate on the thirty-first day of December 2026.

IN WITNESS WHEREOF, the parties have executed this Agreement on this _____ day of 20____.

of Neah Bay Chamber of Commerce

Melissa Peterson
Name:

CLALLAM COUNTY ADMINISTRATOR

Mike French, Board of Commissioners Chair

Date: Dec 29, _____ 2025

ATTEST:

Loni Gores, MMC, Clerk of the Board

Originals: BOCC
Vendor
Initiating Department
Copies: 5

THIS CONTRACT HAS BEEN APPROVED AS TO FORM BY THE CLALLAM COUNTY PROSECUTING ATTORNEY

SCOPE OF WORK

The lodging tax grant will be used to assist with operation expenditures for Neah Bay Chamber Visitor Center tourism-related facility.

The Neah Bay Chamber of Commerce operations overall budget is \$72,310. They have asked for 74% of the budget for operation costs of the Neah Bay Chamber of Commerce for the amount of \$53,810.

COMPENSATION

1. **a. FIXED FEE FOR SERVICE:** For services rendered, the County shall pay to the Contractor a fixed fee of \$53,810 for the completed work set forth in Attachment "A.". Payments for completed tasks shall be made no more frequently than monthly; quarterly; semi-annually; annually; at completion of project; other (specify) One payment in the amount of \$53,810 to be paid when the contract is fully executed.

OR

b. HOURLY RATES: For services rendered, the County shall compensate the Contractor at the following hourly rates:

| <i>Name/Position</i> | <i>Hourly Rate</i> |
|-----------------------------|---------------------------|
|-----------------------------|---------------------------|

Payments for completed tasks shall be made no more frequently than monthly; quarterly; semi-annually; annually; at completion of project; other (specify)

Each request for payment shall be supported by an invoice specifying: the name/position of the Contractor's employee if two or more are identified above; number of hours worked; completed tasks for which compensation is sought; estimated percentage of task completion; payment amount requested; other (specify)

In no event shall Contractor be compensated in excess of _____ DOLLARS (\$ _____) for the completed work set forth in Attachment "A."

2. AND

a. The compensation set forth herein includes, without limitation: labor, materials, equipment, travel, telephone, computer, copiers and the like.

OR

b. The County shall reimburse the Contractor for actual expenses incurred for travel, telephone, copiers and computer. Reimbursement for airfare, mileage, meals and/or accommodations shall be at the same rate as that applicable to county employees traveling on county business.

OR

c. Other (specify):

GENERAL CONDITIONS

1. Scope of Contractor's Services. The Contractor agrees to provide to the County services and any materials set forth in the project narrative identified as Attachment A during the agreement period. No material, labor, or facilities will be furnished by the County, unless otherwise provided for in the Agreement.
2. Accounting and Payment for Contractor Services. Payment to the Contractor for services rendered under this Agreement shall be as set forth in Attachment B. Unless specifically stated in Attachment B, the County will not reimburse the Contractor for any costs or expenses incurred by the Contractor in the performance of this contract.

The County shall compensate the Contractor through the County voucher system for the Contractor's service pursuant to the fee schedule set forth in Attachment B.

3. Delegation and Subcontracting. Contractor's services are deemed personal and no portion of this contract may be delegated or subcontracted to any other individual, firm or entity without the express and prior written approval of the County Project Manager.
4. Independent Contractor. The Contractor's services shall be furnished by the Contractor as an independent contractor and nothing herein contained shall be construed to create a relationship of employer/employee or master/servant.

The Contractor acknowledges that the entire compensation for this Agreement is specified in Attachment B and the Contractor is not entitled to any county benefits including, but not limited to: vacation pay, holiday pay, sick leave pay, medical, dental or other insurance benefits, or any other rights or privileges afforded to Clallam County employees. The Contractor represents that it maintains a separate place of business, serves clients other than the County, will report all income and expense accrued under this contract with the Internal Revenue Service on a business tax schedule, and has a tax account with the State of Washington Department of Revenue for payment of all sales and use and Business and Occupation taxes collected by the State of Washington.

In the event that either the state or federal government determines that an employer/employee or master/servant relationship exists rather than an independent contractor relationship such that Clallam County is deemed responsible for federal withholding, social security contributions, workers compensation and the like, the Contractor agrees to reimburse Clallam County for any payments made or required to be made by Clallam County. Should any payments be due to the Contractor pursuant to this Agreement, the Contractor agrees that reimbursement may be made by deducting from such future payments a pro rata share of the amount to be reimbursed.

Notwithstanding any determination by the state or federal government that an employer/employee or master/servant relationship exists, the Contractor, its officers, employees and agents, shall not be entitled to any benefits which Clallam County provides to its employees.

5. No Guarantee of Employment. The performance of all or part of this contract by the Contractor shall not operate to vest any employment rights whatsoever and shall not be deemed to guarantee any employment of the Contractor or any employee of the Contractor or any subcontractor or any employee of any subcontractor by the County at the present time or in the future.
6. Regulations and Requirements. This Agreement shall be subject to all federal, state and local laws, rules, and regulations.

7. Right to Review. This contract is subject to review by any federal or state auditor. The County shall have the right to review and monitor the financial and service components of this program by whatever means are deemed expedient by the County Project Manager. Such review may occur with or without notice, and may include, but is not limited to, onsite inspection by County agents or employees, inspection of all records or other materials which the County deems pertinent to the Agreement and its performance, and any and all communications with or evaluations by service recipients under this Agreement. The Contractor shall preserve and maintain all financial records and records relating to the performance of work under this Agreement for three (3) years after contract termination, and shall make them available for such review, within Clallam County, State of Washington, upon request, during reasonable business hours.
8. Modifications. Either party may request changes in the Agreement. Any and all agreed modifications shall be in writing, signed by each of the parties.
9. Termination for Default. If the Contractor defaults by failing to perform any of the obligations of the contract or becomes insolvent or is declared bankrupt or makes an assignment for the benefit of creditors, the County may, by depositing written notice to the Contractor in the U.S. Mail, postage prepaid, terminate the contract, and at the County's option, obtain performance of the work elsewhere. If the contract is terminated for default, the Contractor shall not be entitled to receive any further payments under the contract. Any extra cost or damage to the County resulting from such default(s) shall be deducted from any money due or coming due to the Contractor. The Contractor agrees to bear any extra expenses incurred by the County in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the County by reason of such default.

If a notice of termination for default has been issued and it is later determined for any reason that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to the Termination for Public Convenience paragraph hereof.

10. Termination for Public Convenience. The County may terminate the contract in whole or in part whenever the County determines, in its sole discretion that such termination is in the interests of the County. Whenever the contract is terminated in accordance with this paragraph, the Contractor shall be entitled to payment for actual work performed for completed items of work. An equitable adjustment in the contract price for partially completed items of work will be made, but such adjustment shall not include provision for loss of anticipated profit on deleted or uncompleted work. Termination of this contract by the County at any time during the term, whether for default or convenience, shall not constitute a breach of contract by the County.
11. Termination Due to Insufficient Funds. If sufficient funds for payment under this contract are not appropriated or allocated or are withdrawn, reduced, or otherwise limited, the County may terminate this contract upon five (5) days written notice to the Contractor. No penalty or expense shall accrue to the County in the event this provision applies.
12. Termination Procedure. The following provisions apply in the event that this Agreement is terminated:
 - (a) The Contractor shall cease to perform any services required hereunder as of the effective date of termination and shall comply with all reasonable instructions contained in the notice of termination, if any.

- (b) The Contractor shall provide the County with an accounting of authorized services provided through the effective date of termination.
 - (c) If the Agreement has been terminated for default, the County may withhold a sum from the final payment to the Contractor that the County determines necessary to protect itself against loss or liability.
13. Defense and Indemnity Agreement. The Contractor agrees to defend, indemnify and save harmless the County, its appointed and elected officers, agents and employees, from and against all loss or expense, including but not limited to claims, demands, actions, judgments, settlements, attorneys' fees and costs by reason of any and all claims and demands upon the County, its elected or appointed officials or employees for damages because of personal or bodily injury, including death at any time resulting therefrom, sustained by any person or persons and on account of damage to property including loss of use thereof, whether such injury to persons or damage to property is due to the negligence of the Contractor, his/her subcontractors, its successor or assigns, or its or their agent, servants, or employees, the County, its appointed or elected officers, employees or their agents, except only such injury or damage as shall have been occasioned by the sole negligence of the County, its appointed or elected officials or employees. It is further provided that no liability shall attach to the County by reason of entering into this contract, except as expressly provided herein.
14. Industrial Insurance Waiver. With respect to the performance of this Agreement and as to claims against the County, its appointed and elected officers, agents and employees, the Contractor expressly waives its immunity under Title 51 of the Revised Code of Washington, the Industrial Insurance Act, as now or hereafter amended, for injuries to its employees and agrees that the obligations to indemnify, defend and hold harmless provided in this Agreement extend to any claim brought by or on behalf of any employee of the Contractor. Along with the other provisions of this Agreement, this waiver is mutually negotiated by the parties to this Agreement.
15. Venue and Choice of Law. In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Agreement, the venue of such action shall be in the courts of the State of Washington in and for the County of Clallam. This Agreement shall be governed by the law of the State of Washington.
16. Withholding Payment. In the event the County Project Manager determines that the Contractor has failed to perform any obligation under this Agreement within the times set forth in this Agreement, then the County may withhold from amounts otherwise due and payable to Contractor the amount determined by the County as necessary to cure the default, until the County Project Manager determines that such failure to perform has been cured. Withholding under this clause shall not be deemed a breach entitling Contractor to termination or damages, provided that the County promptly gives notice in writing to the Contractor of the nature of the default or failure to perform, and in no case more than ten (10) days after it determines to withhold amounts otherwise due. A determination of the County Project Manager set forth in a notice to the Contractor of the action required and/or the amount required to cure any alleged failure to perform shall be deemed conclusive, except to the extent that the Contractor acts within the times and in strict accord with the provision of the Disputes clause of this Agreement. The County may act in accordance with any determination of the County Project Manager which has become conclusive under this clause, without prejudice to any other remedy under the Agreement, to take all or any of the following actions: (1) cure any failure or default, (2) to pay any amount so required to be paid and to charge the same to the account of the Contractor, (3) to set off any amount paid or incurred from amounts due or to become due the Contractor. In the event the Contractor obtains relief upon a claim under the Disputes clause, no penalty or damages shall accrue to the Contractor by reason of good faith withholding by the County under this clause.

17. Rights and Remedies. The duties and obligations imposed by this Agreement and the rights and remedies available hereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available bylaw.
18. Contractor Commitments, Warranties and Representations. Any written commitment received from the Contractor concerning this Agreement shall be binding upon the Contractor, unless otherwise specifically provided herein with reference to this paragraph. Failure of the Contractor to fulfill such a commitment shall render the Contractor liable for damages to the County. A commitment includes, but is not limited to any representation made prior to execution of this Agreement, whether or not incorporated elsewhere herein by reference, as to performance of services or equipment, prices or options for future acquisition to remain in effect for a fixed period, or warranties.
19. Patent/Copyright Infringement. Contractor will defend, indemnify and save harmless County, its appointed and elected officers, agents and employees from and against all loss or expense, including but not limited to claims, demands, actions, judgments, settlements, attorneys' fees and costs by reason of any and all claims and demands upon the County, its elected or appointed officials or employees for damages because of the Contractor's alleged infringement on any patent or copyright. The Contractor will pay those costs and damages attributable to any such claims that are finally awarded against the County, its appointed and elected officers, agents and employees in any action. Such defense and payments are conditioned upon the following:
- (a) That Contractor shall be notified promptly in writing by County of any notice of such claim.
 - (b) Contractor shall have the right, hereunder, at its option and expense, to obtain for the County the right to continue using the information, in the event such claim of infringement, is made, provided no reduction in performance or loss results to the County.
20. Disputes:
- (a) General. Differences between the Contractor and the County, arising under and by virtue of the contract documents shall be brought to the attention of the County at the earliest possible time in order that such matters may be settled or other appropriate action promptly taken. The records, orders, rulings, instructions, and decision of the County Project Manager shall be final and conclusive thirty (30) days from the date of mailing unless the Contractor mails or otherwise furnishes to the County Administrator a written notice of appeal. The notice of appeal shall include facts, law, and argument as to why the conclusions of the County Project Manager are in error.

In connection with any appeal under this clause, the Contractor and County shall have the opportunity to submit written materials and argument and to offer documentary evidence in support of the appeal. Oral argument and live testimony will not be permitted. The decision of the County Administrator for the determination of such appeals shall be final and conclusive. Reviews of the appellate determination shall be brought in the Superior Court of Clallam County within fifteen (15) days of mailing of the written appellate determination. Pending final decision of the dispute, the Contractor shall proceed diligently with the performance of this Agreement and in accordance with the decision rendered.
 - (b) Notice of Potential Claims. The Contractor shall not be entitled to additional compensation or to extension of time for (1) any act or failure to act by the County Project Manager or the County, or (2) the happening of any event or occurrence, unless the Contractor has given the County a written Notice of Potential Claim within ten (10) days of the commencement of the act, failure, or event giving rise to the claim, and before final payment by the County. The written Notice of

Potential Claim shall set forth the reasons for which the Contractor believes additional compensation or extension of time is due, the nature of the cost involved, and insofar as possible, the amount of the potential claim. Contractor shall keep full and complete daily records of the work performed, labor and material used, and all costs and additional time claimed to be additional.

(c) Detailed Claim. The Contractor shall not be entitled to claim any such additional compensation, or extension of time, unless within thirty (30) days of the accomplishment of the portion of the work from which the claim arose, and before final payment by the County, the Contractor has given the County a detailed written statement of each element of cost or other compensation requested and of all elements of additional time required, and copies of any supporting documents evidencing the amount or the extension of time claimed to be due.

21. Ownership of Items Produced. All writings, programs, data, art work, music, maps, charts, tables, illustrations, records or other written, graphic, analog or digital materials prepared by the Contractor and/or its consultants or subcontractors, in connection with the performance of this Agreement shall be the sole and absolute property of the County and constitute "work made for hire" as that phrase is used in federal and/or state intellectual property laws and Contractor and/or its agents shall have no ownership or use rights in the work.

22. Recovery of Payments to Contractor. The right of the Contractor to retain monies paid to it is contingent upon satisfactory performance of this Agreement, including the satisfactory completion of the project described in the Scope of Work (Attachment A). In the event that the Contractor fails, for any reason, to perform obligations required of it by this Agreement, the Contractor may, at the County Project Manager's sole discretion, be required to repay to the County all monies disbursed to the Contractor for those parts of the project that are rendered worthless in the opinion of the County Project Manager by such failure to perform.

Interest shall accrue at the rate of 12 percent (12%) per annum from the time the County Project Manager demands repayment of funds.

23. Project Approval. The extent and character of all work and services to be performed under this Agreement by the Contractor shall be subject to the review and approval of the County Project Manager. For purposes of this Agreement, the County Project Manager is:

Name: Clallam County
Title: Board of Commissioners Office and Finance Departments
Address: 223 East 4th Street, Port Angeles, WA 98362
Telephone: 360-417-2256 and 360-417-2382
E-mail: loni.gores@clallamcountywa.gov and Eleanor.Hill@clallamcountywa.gov

In the event there is a dispute with regard to the extent and character of the work to be done, the determination of the County Project Manager as to the extent and character of the work to be done shall govern subject to the Contractor's right to appeal that decision as provided herein.

24. Non-Discrimination. The Contractor shall not discriminate against any person on the basis of race, creed, political ideology, color, national origin, sex, marital status, sexual orientation, age, or the presence of any sensory, mental or physical handicap.

25. Subcontractors. In the event that the Contractor employs the use of any subcontractors, the contract between the Contractor and the subcontractor shall provide that the subcontractor is bound by the terms of this Agreement between the County and the Contractor. The Contractor shall insure that in all subcontracts entered into, Clallam County is named as an express third-party beneficiary of such contracts with full rights as such.
26. Third Party Beneficiaries. This agreement is intended for the benefit of the County and Contractor and not for the benefit of any third parties.
27. Standard of Care. The Contractor shall perform its duties hereunder in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession as Contractor currently practicing under similar circumstances. The Contractor shall, without additional compensation, correct those services not meeting such a standard.
28. Time is of the Essence. Time is of the essence in the performance of this contract unless a more specific time period is set forth in either the Special Terms and Conditions or Scope of Work.
29. Notice. Except as set forth elsewhere in the Agreement, for all purposes under this Agreement, except service of process, any notices shall be given by the Contractor to the County Project Manager. Notice to the Contractor for all purposes under this Agreement shall be given to the person executing the Agreement on behalf of the Contractor at the address identified on the signature page.
30. Severability. If any term or condition of this contract or the application thereof to any person(s) or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications which can be given effect without the invalid term, condition or application. To this end, the terms and conditions of this contract are declared severable.
31. Precedence. In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:
 - (a) Applicable federal, state and local statutes, ordinances and regulations;
 - (b) Scope of Work (Attachment A) and Compensation (Attachment B);
 - (c) Special Terms and Conditions (Attachment D); and
 - (d) General Conditions (Attachment C).
32. Waiver. Waiver of any breach or condition of this contract shall not be deemed a waiver of any prior or subsequent breach. No term or condition of this contract shall be held to be waived, modified or deleted except by an instrument, in writing, signed by the parties hereto.
33. Attorney Fees. In the event that litigation must be brought to enforce the terms of this agreement, the prevailing party shall be entitled to be paid reasonable attorney fees.
34. Construction. This agreement has been mutually reviewed and negotiated by the parties and should be given a fair and reasonable interpretation and should not be construed less favorably against either party.
35. Survival. Without being exclusive, Paragraphs 4, 7, 13-19, 21-22 and 31-35 of these General Conditions shall survive any termination, expiration or determination of invalidity of this Agreement in whole or in part. Any other Paragraphs of this Agreement which, by their sense and context, are intended to survive shall also survive.

36. Entire Agreement. This written contract represents the entire Agreement between the parties and supersedes any prior statements, discussions or understandings between the parties except as provided herein.

SPECIAL TERMS AND CONDITIONS

1. Reporting. The Contractor shall submit written progress reports to the County Project Manager as set forth below:

- With each request for payment.
- Monthly.
- Quarterly.
- Semi-annually.
- Annually.
- Project completion.
- Other (specify):

Progress reports shall include, at a minimum, the following:

Reports shall include any problems, delays or adverse conditions which will materially affect the Contractor's ability to meet project objectives or time schedules together with a statement of action taken or proposed to resolve the situation. Reports shall also include recommendations for changes to the Scope of Work, if any. Payments may be withheld if reports are not submitted.

2. Insurance. The Contractor shall maintain in full force and effect during the term of this Agreement, and until final acceptance of the work, public liability and property damage insurance with companies or through sources approved by the state insurance commissioner pursuant to RCW Title 48, as now or hereafter amended. The County, its appointed and elected officials, agents and employees, shall be specifically named as additional insureds in a policy with the same company which insures the Contractor or by endorsement to an existing policy or with a separate carrier approved pursuant to RCW Title 48, as now or hereafter amended, and the following coverages shall be provided:

- COMPREHENSIVE GENERAL LIABILITY:**
 - Bodily injury, including death. \$1,000,000 per occurrence
 - Property damage \$1,000,000 per occurrence
- ERRORS AND OMISSIONS or PROFESSIONAL LIABILITY with an Extended Reporting Period**
 - Endorsement (two year tail). \$ per occurrence
- WORKERS COMPENSATION:** Statutory amount
- AUTOMOBILE: coverage on owned, non-owned, rented and hired vehicles**
 - Bodily injury, liability, including death \$ per occurrence

| | | | | |
|------------------------|--------|-----------|----|-----|
| Property occurrence | damage | liability | \$ | per |
|------------------------|--------|-----------|----|-----|

If the Errors and Omissions or Professional Liability insurance obtained is an occurrence policy as opposed to a claims-made policy, the Extended Reporting Period Endorsement is not required.

Any such insurance carried by the Contractor shall be primary over any insurance carried by Clallam County and the Contractor shall ensure that such insurances is primary. The County shall have no obligation to report occurrences unless a claim or lawsuit is filed with it and the County has no obligation to pay any insurance premiums.

Evidence of primary insurance coverage shall be submitted to the County Project Manager within twenty (20) days of the execution of the Agreement. The Agreement shall be void ab initio if the proof of coverage is not timely supplied.

The coverage limits identified herein shall not limit the potential liability of the Contractor and the Contractor's duty to defend, indemnify and hold harmless shall apply to any liability beyond the scope of insurance coverage.

3. Liquidated Damages. For delays in timely completion of the work to be done or missed milestones of the work in progress, the Contractor shall be assessed _____ Dollars (\$ _____) per day as liquidated damages and not as a penalty because the County finds it impractical to calculate the actual cost of delays. Liquidated damages will not be assessed for any days for which an extension of time has been granted. No deduction or payment of liquidated damages will, in any degree, release the Contractor from further obligations and liabilities to complete the entire project.

4. Other (specify):. _____



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

19
JAN 05 2026

Department: BOCC

WORK SESSION Meeting Date: 1-5-26

Item summary:

- Call for Hearing
- Resolution
- Draft Ordinance
- Contract/Agreement/MOU - Contract #
- Proclamation
- Final Ordinance
- Budget Item
- Other – Discussion and next steps

Executive summary:

Commencing with the statewide general election in November 2019 and every five years thereafter, the Commissioners shall cause an election of a Charter Review Commission, hereinafter referred to as the Commission. The Commission shall consist of 15 members, 5 from each county commissioner district.

The Commission shall review the Charter to determine its adequacy and suitability to the needs of the county and may propose amendments. The Commission may also make recommendations to the County Commissioners and publish information and/or findings.

The Charter Review Commission met on August 11, 2025 and voted to approve a Resolution making a recommendation to the Clallam County Board of Commissioners for the retention of a Water Resources Specialist by the Department of Community Development.

The Charter Review Commission met on December 22, 2025 and voted to approve a Resolution making a recommendation to the Clallam County Board of Commissioners for response to land acquisitions by State and Federal Agencies.

The Board of Commissioners shall conduct meetings, as required, including district town hall meetings, to fully vet publically all recommendations for changes or revisions to county operations and procedures (not proposed for ballot measures) forwarded to them by the Charter Review Commission. The meetings shall engage the public and shall encourage public comment on the proposed changes and revisions. Upon the conclusion of the meetings, the Board of Commissioners shall issue written conclusions and responses to the recommendations, including timetables for adoption of the recommendation and/or reasons for not adopting the recommendation.

Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**

TBD

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)

Review and determine next steps regarding the recommendations forwarded by the Charter Review Commission.

County Official signature & print name: Loni Gores Loni Gores, Clerk

Name of Department/Employee/Stakeholder attending meeting: Board of Commissioners

* Work Session Meeting - Submit 1 single sided/not stapled copy Charter Review Commission Recommendation Review 1-5-26
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019

CRC Recommendation

Resolution #2, 2025

Water Resources Specialist

2025
Clallam County Charter Review Commission

Resolution Number 2

Recommendation to the Clallam County Board of County Commissioners for the Retention of a Water Resources Specialist by the Department of Community Development

THE CLALLAM COUNTY CHARTER REVIEW COMMISSION finds as follows:

1. Changing climatic conditions in Clallam County are resulting in shrinking glaciers, lower winter snowpacks, hotter summer temperatures, less summer precipitation, and lower late summer stream flows.
2. The considerations expressed in Finding 1 above, combined with increased population growth and management decisions historically, have resulted in lower water tables in many parts of the county and a reduced ability to provide water from existing groundwater wells.
3. At the same time, the desire to avoid the adverse effects of climate change, that are predicted to be more adverse elsewhere, will increase Clallam County's population more rapidly.
4. The considerations expressed in Findings 1 through 3 above have made it increasingly difficult to supply water for domestic, agricultural, industrial, and environmental purposes in most parts of the county, especially in the late summer months.
5. Although there is a lot of water data for Clallam County, critical parts of it are more than 10 years old, and in some cases over 20 years old; the long-term sustainability of the County's water resources is unknown; and the actual water availability is poorly understood. Actual available water may not be sufficient to fulfill existing water rights that exist on paper. There is a great need for continued work which leverages on prior studies and incorporates new information to provide Clallam County with the information necessary to plan for our future water supplies.
6. A strategic investment in one position collecting and consolidating data will avoid potential future costs caused by case-by-case decision-making by multiple contractors using limited data, or by responding to shortages in water supply.
7. Multiple local, state, federal and tribal agencies, and many public and private water purveyors, have roles to play in managing and/or supplying water for the many purposes water is needed. None of these players do county-wide, comprehensive water planning, but all could benefit from improving the information necessary to make wise and informed water supply decisions. The County is the government authority in the best position to assist all water management entities across the county with up-to-date water resources data.

NOW THEREFORE BE IT RESOLVED, the Clallam County Charter Review Commission, in consideration of the above findings of fact, transmit the following recommendations to the Clallam County Board of County Commissioners:

1. Hire A Water Resources Specialist Under The Following Provisions

The Director of the Department of Community Development should retain, through a personal services contract bidding procedure, a Water Resources Specialist, with the necessary expertise to collect, analyze and provide water resources data to all entities managing water resources in the County:

Bids should be ranked by an ad hoc Committee with seven members comprised of: three county employees, one from Department of Community Development; one from the Department of Public Works, one from the Environmental Health Section of County Health and Human Services Department; two citizens selected by the Director; and two citizens selected by the Board of County Commissioners. The bid price may be considered in the ranking, but should not be determinative of the ranking of a bid.

This position should be contracted for four-year terms, with the first term starting no later than July 1, 2026. Subsequent bids may be solicited to ensure the position is filled on a continuous basis unless a vacancy develops prior to a contract expiring, in which case bids shall be solicited to ensure the position is filled within four months of the vacancy occurring. The Specialist's position need not be filled unless the annual cost of the winning bid is less than the annual salary of a County Commissioner. If the Specialist's position is not filled at any time for this reason, it shall be re-bid within one year of that occurrence.

2. Require The Following Job Description For The Water Resources Specialist Position

Education and Experience

The successful candidate must possess the necessary expertise to collect, analyze, and provide water resources data to all entities managing water resources in the County, including:

1. A Bachelor Degree or higher that provides the aforementioned expertise, such as Geology, Hydrogeology, Hydrology, Environmental Science, or Environmental Engineering, all with a focus on water.
2. A minimum of three years of professional experience in hydrogeology or water resource science.
3. Any combination of related experience and education that is sufficient to demonstrate thorough competency will be accepted.

Essential Functions

1. Compiling county-wide historical water data in one place from federal and state agencies, water purveyors, Tribes, and other water stakeholders, and understanding seasonal trends of water availability.
2. Quantifying the status of county-wide water systems, inclusive of groundwater, river and stream flow, aquifer status, and water storage systems, and identifying research needs in these areas.
3. Conducting independent hydrogeological testing and analysis, groundwater modeling, contaminant transport evaluation and/or modeling, and/or updating previous research models.
4. Forecasting future water availability based on updated data with consideration of planned county-wide growth, climate change impacts, irrigation and ecological needs.
5. Communicating scientific findings on water resources to the Director of the Department of Community Development and other County departments, and also to federal and state agencies, water purveyors, Tribal Nations, and other water stakeholders. This includes publishing findings on the County's website.
6. Providing their expertise to County staff, Tribes, and stakeholders county-wide.
7. Maintaining a water information database that can inform county-wide decision making over the long term.

Desired Skills, Knowledge and Abilities

1. Ability to work both independently of and cooperatively with DCD and other County staff, Tribes, and water stakeholders.
2. Fundamental knowledge of hydrologic and hydrogeologic processes including techniques and skills to conduct and evaluate technical assessments and evaluations.
3. Ability to research, collect, prepare, and analyze technical data pertaining to hydrogeology.
4. Ability to communicate clearly and effectively both verbally and in writing.
5. Ability to establish and maintain good working relationships with staff, officials, and public they interact with.
6. Ability to prepare and deliver comprehensive technical reports.
7. Ability to enlist volunteers to aid in research.

This Resolution is passed and approved on this 11th day of August, 2025, by the 2025 Clallam County Charter Review Commission.

Susan Fisch
Susan Fisch, District 1 Commissioner, Chair

Cameron voted no
Ron Cameron, District 2 Commissioner

Mark A. Hodgson
Mark Hodgson, District 3 Commissioner

Christy Holy
Christy Holy, District 3 Commissioner

Excused absence
Paul Pickett, District 2 Commissioner

See attached
Nina Sarmiento, District 3 Commissioner

Tozzer voted no
Jeff Tozzer, District 1 Commissioner

See attached
Patti Morris, District 2 Commissioner

W. Benedict
Bill Benedict, District 1 Commissioner

AM
Alex Fane, District 1 Commissioner

Fleck voted no
Rod Fleck, District 3 Commissioner

Chris Noble
Chris Noble, District 2 Commissioner

See attached
Ron Richards, District 2 Commissioner

[Signature]
Jim Stoffer, District 1 Commissioner

Walde voted no
Cathy Walde, District 3 Commissioner

Susan Fisch, District 1 Commissioner, Chair

Bill Benedict, District 1 Commissioner

Ron Cameron, District 2 Commissioner

Alex Fane, District 1 Commissioner

Mark Hodgson, District 3 Commissioner

Rod Fleck, District 3 Commissioner

Christy Holy, District 3 Commissioner

Chris Noble, District 2 Commissioner

Ronald N Richards

Paul Pickett, District 2 Commissioner

Ron Richards, District 2 Commissioner

Nina Sarmiento, District 3 Commissioner

Jim Stoffer, District 1 Commissioner

Jeff Tozzer, District 1 Commissioner

Cathy Walde, District 3 Commissioner

Patti Morris, District 2 Commissioner

Signature: 
Ronald N Richards (Aug 14, 2025 18:07:03 PDT)

Email: ron.richards@clallamcountywa.gov

Susan Fisch, District 1 Commissioner, Chair

Bill Benedict, District 1 Commissioner

Ron Cameron, District 2 Commissioner

Alex Fane, District 1 Commissioner

Mark Hodgson, District 3 Commissioner

Rod Fleck, District 3 Commissioner

Christy Holy, District 3 Commissioner

Chris Noble, District 2 Commissioner

Paul Pickett, District 2 Commissioner

Ron Richards, District 2 Commissioner

Nina Sarmiento

Nina Sarmiento, District 3 Commissioner

Jim Stoffer, District 1 Commissioner

Jeff Tozzer, District 1 Commissioner

Cathy Walde, District 3 Commissioner

Patti Morris, District 2 Commissioner

Signature: 
Nina Sarmiento (Aug 18, 2025 11:16:57 PDT)

Email: nina.sarmiento@clallamcountywa.gov

Susan Fisch, District 1 Commissioner, Chair

Bill Benedict, District 1 Commissioner

Ron Cameron, District 2 Commissioner

Alex Fane, District 1 Commissioner

Mark Hodgson, District 3 Commissioner

Rod Fleck, District 3 Commissioner

Christy Holy, District 3 Commissioner

Chris Noble, District 2 Commissioner

Paul Pickett, District 2 Commissioner

Ron Richards, District 2 Commissioner

Nina Sarmiento, District 3 Commissioner

Jim Stoffer, District 1 Commissioner

Jeff Tozzer, District 1 Commissioner

Cathy Walde, District 3 Commissioner

Patti Morris

Patti Morris, District 2 Commissioner

Signature: 
Patti Morris (Aug 29, 2025 11:25:23 PDT)

Email: patti.morris@clallamcountywa.gov

CRC Recommendation

Resolution #2, 2025

**Comments received from County
Departments regarding Water
Resources Specialist**



Clallam County Environmental Health

Clallam County Health & Human Services

Physical: 223 E 4th Street, Room 130, Port Angeles, WA 98362

Mailing: 111 East 3rd Street, Port Angeles, WA 98362

Phone: 360-417-2258 | Email: envirohealth@clallamcountywa.gov

To: Clallam County Board of Commissioners

From: Clallam County Environmental Health, Jennifer Garcelon, REHS, MPH

Date: November 24, 2025

RE: 2025 Clallam County Charter Review Commission, Resolution Number 2, Recommendation

Clallam County Environmental Health (CCEH) has reviewed the 2025 Clallam County Charter Review Commission Resolution, Number 2, Recommendation to the Clallam County Board of County Commissioners for the Retention of a Water Resources Specialist by the Department of Community Development, dated August 11, 2025.

CCEH supports the Clallam County Charter Review Commission in the seven Findings described in the Resolution. CCEH agrees with the job description, including the education and experience, essential functions, and desired skills, knowledge and abilities, outlined in Recommendation 2.

However, CCEH has concerns regarding Recommendation 1, specifically the directive to hire a Water Resources Specialist Under the Following Provisions. The County has budget limitations and this recommendation amounts to an unfunded mandate. The proposal to hire an independent contractor has limitations for staff continuity, institutional knowledge, and cost and contracting. The proposal is to have an independent contractor in four-year terms. There is a chance the individual contractor will change during and after the term, and it would cause issues with the continuity of the work. An individual contractor will not have institutional knowledge to receive or pass onto County staff due to their independence. There are internal costs of contracting, in addition to the cost of a contractor and any of their administration.

CCEH recommends Department of Community Development to continue water resource planning. DCD can look for grant funding or other stable funding mechanisms to coordinate a Water Resource Specialist Position within the County. DCD can use the Comprehensive Plan to bolster activities during the next revision.

Gores, Loni

From: Rome, Clea <clea.rome@wsu.edu>
Sent: Thursday, November 20, 2025 4:02 PM
To: Gores, Loni
Subject: Re: Charter Review Recommendation - Response needed by December 1

Thank you for the opportunity to review and provide feedback on the CRC Water Recommendation. I have reviewed the resolution, and listened to the recorded September 22 BOCC Work Session where it was discussed. I concur with the Charter Review Commission's recommendation, but I also think that the position should be created as a DCD employee rather than a consultant. I recognize the budget challenges of creating a new position at this time, however, I do strongly believe that water access and availability will increasingly be at the forefront of the issues facing the growing population of Clallam County, and investing in a position **to gather and analyze data to inform policy decisions** now and in the future is a valuable and important investment for the County to be making at this time.

Clea Rome, Director
WSU Extension | Clallam County
email | clea.rome@wsu.edu
cell phone | 360-912-3147

WSU Extension programs and employment are available to all without discrimination.
Evidence of noncompliance may be reported through your local Extension office.

From: Gores, Loni <loni.gores@clallamcountywa.gov>
Sent: Thursday, November 20, 2025 11:28 AM
To: Emery, Bruce <Bruce.Emery@clallamcountywa.gov>; Havel, Tim <Tim.Havel@clallamcountywa.gov>; LoPiccolo, Kevin <kevin.lopiccolo@clallamcountywa.gov>; Oppelt, Jennifer <jennifer.oppelt@clallamcountywa.gov>; Garcelon, Jennifer <jennifer.garcelon@clallamcountywa.gov>; Rome, Clea <clea.rome@wsu.edu>; Rome, Clea <Clea.Rome@clallamcountywa.gov>
Cc: Gores, Loni <loni.gores@clallamcountywa.gov>
Subject: RE: Charter Review Recommendation - Response needed by December 1

[EXTERNAL EMAIL]

Sending a reminder BOCC would like a response to this by December 1.

Thank you!

"My email address has changed! The new format is Loni.Gores@clallamcountywa.gov Please update my contact card as your earliest convenience, Thank you!"

*Loni Gores
Clerk of the Board
Commissioners Office
223 East 4th Street, Suite 4
Port Angeles, WA 98362
Phone: 360-417-2256*

From: Gores, Loni <loni.gores@clallamcountywa.gov>

Sent: Friday, October 10, 2025 3:52 PM

To: Emery, Bruce <Bruce.Emery@clallamcountywa.gov>; Havel, Tim <Tim.Havel@clallamcountywa.gov>; LoPiccolo, Kevin <kevin.lopiccolo@clallamcountywa.gov>; Oppelt, Jennifer <jennifer.oppelt@clallamcountywa.gov>; Garcelon, Jennifer <jennifer.garcelon@clallamcountywa.gov>; clea.rome@wsu.edu; Rome, Clea <Clea.Rome@clallamcountywa.gov>

Cc: Gores, Loni <loni.gores@clallamcountywa.gov>

Subject: Charter Review Recommendation - Response needed by December 1

DCD, HHE EH, and WSU:

I've been asked to forward you the attached CRC Water Recommendation for your review and written feedback. The BOCC would like your written response back no later than Monday, December 1, 2025. Please email all responses to loni.gores@clallamcountywa.gov

Here is the recording to the September 22 BOCC Work Session when the BOCC first discussed under item 2a:

<https://clallamcowa.portal.civicclerk.com/event/3296/media>

Loni

“My email address has changed! The new format is Loni.Gores@clallamcountywa.gov Please update my contact card as your earliest convenience, Thank you!”

*Loni Gores
Clerk of the Board
Commissioners Office
223 East 4th Street, Suite 4
Port Angeles, WA 98362
Phone: 360-417-2256*



CLALLAM COUNTY
Department of Community Development
County Courthouse
223 E. 4th St., Suite 5
Port Angeles, WA 98362-3015
Phone: (360) 417-2323
Fax: (360) 417-2443
bruce.emery@clallamcountywa.gov

Memorandum

Date: November 20, 2025

To: Honorable Board of Clallam County Commissioners

From: Bruce Emery, Director of DCD

Re: Response to BOCC Regarding CRC Recommendation for Water Resource Specialist

The Clallam County Charter Review Commission acted on August 11, 2025, to recommend the appointment of a Water Resources Specialist, through a personal services contract bidding procedure, under the direction of the Department of Community Development (DCD). The Board of County Commissioners have sought feedback from various county departments on this matter.

In review of CRC Resolution Number 2, 2025, my initial impression is that the appointment of such a position with a person possessing the requisite credentials is a good idea. Although not currently, the DCD has from time to time housed a ground water specialist with similar credentials for purposes of conducting inventory, monitoring water quality and quantity, and advising on water resources as a relevant consideration for watershed, land use and infrastructure decision-making. Among other duties, Section 4.25 of the Clallam County Charter, vests under the Director of DCD the duties of administration, enforcement and advisement on matters concerning land use, environmental policy and watershed planning. These elements make placement of the position envisioned under the CRC Recommendation appropriate under the DCD. The tasks envisioned in the recommendation would certainly compliment the watershed planning, land use and environmental protection efforts of the DCD.

The county's Environmental Health Division (EH) administers water system permitting and water availability for potable water uses. By law, EH is housed under the direction of the Board of Health and the state Department of Health. This creates a challenge from the standpoint that a position housed under the DCD would have no regulatory influence over decisions made by EH. However, there is no restriction on data sharing between the two Departments and a Water Resources Specialist that focusses on stream and aquifer quantity/quality would certainly compliment the efforts of EH's Water Program. Further, EH is in the process of developing a Group B Water System Oversight Program that will, among other objectives, consolidate system data from individual systems that can provide an excellent source of over-all resource status and inventory metrics. This information would both compliment and be enhanced by the efforts of the Water Resources Specialist, as envisioned in the recommendation. A key consideration would be to ensure a complimentary role and not, for example, task overlaps.

A big consideration for the recommended position is cost and budgeting. Although the recommendation envisioned that procuring the position under a competitive bid process might work to keep costs low, the recommendation establishes a maximum compensation limit on par with the annual salary of the Board of County Commissioner members. Such a structure would also necessitate administrative oversight with associated cost burdens. In my experience,

services procured under contractual agreements tend to work well for short-term service procurement but tend to be proportionately more costly than long-term employment alternatives. For that reason and in recognition of the long-term need and the benefits the position could produce, it would be my recommendation that the position be added as a regular position under the DCD's Environmental Quality Division. Such a position may be eligible for certain grant opportunities from time to time, but would, at least in the outset, require a General Fund commitment. I understand that current budgeting realities may make the creation of the position infeasible unless it could be maintained under a reliable and long-term external revenue source. At the present, I am unaware of any such funding sources.

Thank you for the opportunity to provide feedback on this matter. If you have any questions or would like to discuss any of the information provided, I can be reached at ext. 2323 or at bruce.emery@clallamcountywa.gov.

Sincerely,



Bruce Emery, Director
Clallam County DCD

CRC Recommendation

Resolution #6, 2025

**Response to land acquisitions by
State and Federal Agencies**

Land Acquisition

2025 Clallam County Charter Review Commission

Resolution Number 6

Recommendation to the Clallam County Board of County Commissioners Regarding Procedures for County Responses to Land Acquisitions by State and Federal Agencies

WHEREAS, from time to time, State and Federal agencies ask Clallam County whether it has any concerns regarding the acquisition by those State and Federal agencies of land within the County's taxing, legislative, regulatory, and law enforcement jurisdiction.

WHEREAS, such acquisitions can result in the loss, to various degrees, of the County's taxing, legislative, regulatory, and law enforcement jurisdiction.

WHEREAS, these requests occur, for example, when Washington State Parks wants to acquire land for park purposes, and when Indian Tribes ask the Bureau of Indian Affairs to acquire land in trust for Tribal Trust Land or Reservation purposes.

WHEREAS, historically, Clallam County has not responded to many of these requests, and it has no formal standards on which it should base any response.

WHEREAS, the land acquisitions by these state and federal agencies could have positive or negative impacts on Clallam County.

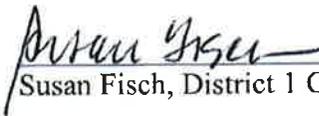
WHEREAS, for example, the acquisition by the Bureau of Indian Affairs of property for Tribal Trust Land could result in economic opportunities only available to Tribes or Tribal Citizens. This could result in economic benefits to Clallam County offsetting the lost tax revenue from that property. On the other hand, the inability of Clallam County to enact land use controls on Tribal Trust Lands could result in development on those lands inconsistent with adjoining properties within county jurisdiction and adversely affect the value of those adjoining properties.

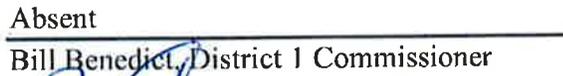
WHEREAS, the many and various ways such acquisitions could positively or negatively affect Clallam County's future, or the many and various ways in which any negative effects of such acquisitions could be mitigated through conditions imposed on such acquisitions, dictate that the county should study the potential impacts of such acquisitions; develop standards under which such acquisitions are supported, or opposed, or conditioned; and respond to those requests for comments from the state and federal agencies seeking to acquire the property. It is important that Clallam County base any comments on well-thought-out and considered standards which have been developed through an orderly process.

Land Acquisition

Therefore, the 2025 Clallam County Charter Review Commission, in consideration of the above findings of facts, hereby recommends to the Clallam County Board of County Commissioners that it develop policies and procedures for responding to requests from State and Federal agencies for comments on the potential impact of transfers or acquisitions of land to or by those agencies where such transfers or acquisitions would affect the County's taxing, revenue raising, legislative, regulatory, and/or law enforcement jurisdiction.

This Resolution is passed and approved on this 22nd day of December, 2025, by the 2025 Clallam County Charter Review Commission.


Susan Fisch, District 1 Commissioner, Chair

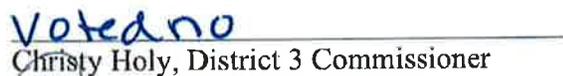
Absent

Bill Benedict, District 1 Commissioner


Ron Cameron, District 2 Commissioner


Alex Fane, District 1 Commissioner


Rod Fleck, District 3 Commissioner


Mark Hodgson, District 3 Commissioner

voted no

Christy Holy, District 3 Commissioner


Patti Morris, District 2 Commissioner


Chris Noble, District 2 Commissioner


Paul Pickett, District 2 Commissioner

voted no

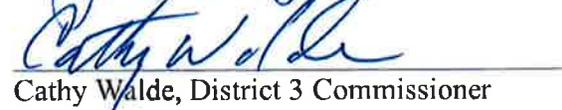
Ron Richards, District 2 Commissioner

voted no

Nina Sarmiento, District 3 Commissioner


Jim Stoffer, District 1 Commissioner


Jeff Tozzer, District 1 Commissioner


Cathy Walde, District 3 Commissioner



**SPECIAL MEETING NOTICE
CLALLAM COUNTY BOARD OF COMMISSIONERS**

ES
JAN 05 2026
@RPM

The Board of County Commissioners, pursuant to RCW 42.30.080, has scheduled a special meeting to be held on January 5, 2026 at 12 p.m. in the Commissioner's board room, 223 East 4th Street, Port Angeles, Room 160.

The purpose of the special meeting is to facilitate an Executive Session with the Prosecuting Attorney's Office, per RCW 42.30.110. No virtual option will be available.

The Executive Session is to discuss the following item(s):

- The purchase or sale of real estate
- Evaluate the qualifications of an applicant for public employment, or to review the performance of a public employee
- Agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party...
- Collective bargaining...during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress. (RCW 42.30.140)

The Board of County Commissioners will take no action while in Executive Session, but reserves the right to take action at the conclusion of the Executive Session once it is back in open session.



AGENDA ITEM SUMMARY

(Must be submitted NLT 3PM Wednesday for next week agenda)

Department: Prosecuting Attorney's Office

Executive Session Meeting Date: 1-5-26 @ 12 p.m.

Item summary:

Other – Executive Session

Executive summary:

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Budgetary impact: (Is there a monetary impact? If so, are funds for this already allocated or is a budget change necessary? If this is a contract and a budget change is necessary, the budget change form must be submitted with the item at work session and for the regular agenda) **If a budget action is required, has it been submitted and a copy attached?**
None.

Recommended action: (Does the Board need to act? If so, what is the department's recommendation?)
Executive Session to discuss litigation.

County Official signature & print name:  Dee Boughton, DPA

Name of Relevant Department/Employee/Stakeholder attending meeting: Board of Commissioners, Public Works, Prosecuting Attorney's Office, Finance Department, Risk Management

Date submitted: 12-29-25

* Work Session Meeting - Submit 1 single sided/not stapled copy Executive Session Real Estate 1-5-26
** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies) Revised: 3-04-2019



**SPECIAL MEETING NOTICE
CLALLAM COUNTY BOARD OF COMMISSIONERS**

ES
JAN 05 2026
@ 12:15 PM

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Date submitted: 12-29-25

* Work Session Meeting - Submit 1 single sided/not stapled copy

Executive Session litigation 1-5-26

** Regular Meeting – Submit 1 single sided/not stapled copy and originals (1 or 3 copies)

Revised: 3-04-2019